

NEW HAMPSHIRE POLICE STANDARDS & TRAINING COUNCIL



TRAINING CALENDAR 2007-2008

SHERIFF MICHAEL L. PROZZO, JR.
CHAIRMAN

DONALD L. VITTUM
DIRECTOR



Sheriff Michael L. Prozzo, Jr.
Chairman

State of New Hampshire
POLICE STANDARDS & TRAINING COUNCIL
ARTHUR D. KEHAS
LAW ENFORCEMENT TRAINING FACILITY & CAMPUS
17 Institute Drive — Concord, N.H. 03301-7413
603-271-2133 FAX 603-271-1785
TDD Access: Relay NH 1-800-735-2964



Donald L. Vittum
Director

June 27, 2007

FROM: Sheriff Michael L. Prozzo, Chairman
SUBJECT: 2007-2008 Training Calendar
TO: All New Hampshire Law Enforcement Agencies

Once again, we are pleased to present you with this copy of our new Training Calendar for the upcoming academic year.

The classes represented in this calendar were chosen as a result of input from the law enforcement and corrections community via a survey sent out in February. We hope that these courses, both old and new, will assist you in filling your training needs.

Law enforcement continues to have ever-changing needs, and in addition, training is becoming more and more difficult as budgets are squeezed ever-tighter. We were one of the pioneers in the nation with the Gregg Public Safety Academy in Littleton, and we continue to offer classes via interactive videoconference from Littleton as well as in Keene and Pease Tradeport. We hope that you will make use of them and in doing so, reduce costs in travel to train your officers. We have also increased our in-service training contracts by over 40% this year in an effort to meet your training needs. We sincerely hope that our offerings will enhance your ability to be effective and safe.

I wish you all many years of continued safety and satisfaction in your chosen careers, and thank you for the contributions that you make every day and every night to make New Hampshire and our families safer and more secure.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. L. Prozzo".

Sheriff Michael L. Prozzo, Jr.
Chairman

MLP/dlb



Sheriff Michael L. Prozzo, Jr.
Chairman

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Donald L. Vittum
Director

June 27, 2007

To the Law Enforcement Community of New Hampshire

Another year has passed, and thus it is time to release the PSTC Training calendar for 2007-2008. We are proud of the offerings that we have for you this year, and have worked very hard to increase our offerings, and to make that training more accessible to you, our customers.

We have worked hard to listen to your needs and have added offerings where possible to address your concerns and needs.

We are also working hard to listen – attending regional Chief's meetings, and making an effort to visit with individual Chiefs wherever possible to ensure that we are meeting your needs and listening to your concerns.

Please feel free to call on me or any member of the Council to offer criticism, suggestions or advice - - we are here to serve you and your needs.

Best of luck in 2007-2008; we hope that you take advantage of what we have to offer.

Respectfully,

Donald L. Vittum
Director

DLV/dlb

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COURSE OFFERINGS***

(V) DENOTES CLASSES AVAILABLE VIA VIDEO CONFERENCING

*** DENOTES CLASSES TAUGHT BY CONTRACTED INSTRUCTORS**

ADVANCED REPORT WRITING

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 25

This course will improve your writing skills in preparing police reports, administrative reports, memoranda, and other writing assignments. **NOTE:** Please bring to class two recent reports that you have written. This course requires some work outside of class.

DATE(S): OCTOBER 02–03, 2007

DATE(S): MARCH 24– 25, 2008

ALS HEARINGS – (V)

COORDINATOR: TRAINING SPECIALIST KEITH H. LOHMANN

**CLASS SIZE: 60
TOTAL**

A four-hour class on how to present and prevail in Administrative License Suspension hearings at the Department of Safety. What are the differences between these administrative hearings and a hearing in court? How do the rules differ? How can you effectively make your case in this type of proceeding? **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): NOVEMBER 19, 2007 EVENING

DATE(S): FEBRUARY 25, 2008

DATE(S): MAY 19, 2008 EVENING

AT-SCENE CRASH INVESTIGATION *

COORDINATOR: CAPTAIN BENJAMIN R. JEAN

CLASS SIZE: 30

A two-week foundational course on recommended procedures at crash scenes, going beyond what is taught at the police academy. Includes scale diagramming, measurements, interpretation of tire marks, glass, vehicle and fixed object damage, and speed calculations. **This school is a prerequisite for admission to the Technical Crash Investigation class.**

DATE(S): JANUARY 28 – FEBRUARY 08, 2008

BACKGROUND INVESTIGATION – (V)

COORDINATOR: CAPTAIN KIM H. ROBERTS

**CLASS SIZE: 60
TOTAL**

How to comply with the Police Standards & Training Council's rules regarding the background investigation of new police and corrections applicants, full and part-time. How to conduct a legally defensible, job-related background investigation, developing testing procedures for new employees based on bona-fide occupational qualifications, ramifications of the Americans with Disabilities Act, the HIPPA Act, and of RSA 188-F:27, III d-f the law requiring 3-year physical retesting of applicants hired after January 1, 2001. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): SEPTEMBER 24, 2007
DATE(S): APRIL 21, 2008

DATE(S): DECEMBER 13, 2007
DATE(S): MAY 29, 2008

BASIC DRUG INVESTIGATION

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

Taught by members of the N.H. State Police Narcotics Unit, this class teaches the basics of investigating suspected illicit drug trafficking. It deals with how uniformed police officers can develop information leading to drug arrests, how to introduce undercover officers into a drug investigation, "buy/bust" operations, drug identification, financial investigation of drug dealers, forfeiture laws, clandestine laboratories, and the use and control of informers and informants. Officers will participate in practical surveillance exercise and mock "buys."

DATE(S): MARCH 31 – APRIL 04, 2008

BASIC POLICE PHOTOGRAPHY FOR LAW ENFORCEMENT *

COORDINATOR: MEDIA SUPERVISOR & RANGE MASTER SCOTT A. FERGUSON

CLASS SIZE: 20

A five-day course covering basic photographic principles & equipment; exposure settings, use of the flash and law enforcement applications including documenting evidence at crime scenes and accident scenes, surveillance, arson, etc. Four practical exercises including one night of evening photography. Student must bring their own digital camera, connection cables and "Adobe Photoshop" (Elements) software to class.

DATE(S): APRIL 14 – 18, 2008

BASIC POLICE PROSECUTOR

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

This school provides police officers a combination of working knowledge and practical experience in the role of Police Prosecutor. Topics include substantive and procedural law, U.S. and N.H. Supreme Court decisions, and juvenile-related law. Practical exercises in pre-trial motions, responding to motions, probable cause and suppression hearings, the introduction of evidence, and trial preparation and tactics comprise a significant part of the course. **NOTE: Students must pass a final written examination. Please bring to class the latest editions of (1) New Hampshire Criminal Code, (2) New Hampshire Selected Motor Vehicle, Boating and Related Laws Annotated, (3) New Hampshire Juvenile Laws, and (4) New Hampshire Rules of Evidence. Also recommended as reference material are: (1) New Hampshire Court Rules Annotated and (2) New Hampshire Office of the Attorney General Law Enforcement Manual.**

DATE(S): NOVEMBER 26 – DECEMBER 07, 2007

DATE(S): JUNE 16 – 27, 2008

BREATH TEST OPERATOR

COORDINATOR: LIEUTENANT DANIEL W. BRICKER

CLASS SIZE: 22

This course leads to certification as an operator of the Intoxilyzer 5000-breath test instrument approved by the **N.H. Department of Safety** to detect alcohol-impaired drivers. Topics include the Pharmacology of Alcohol, Infrared Breath Testing Theory and a Practicum. **NOTE: All students must pass written and practical examinations.**

DATE(S): OCTOBER 09 – 11, 2007

DATE(S): NOVEMBER 13 – 15, 2007

DATE(S): JANUARY 08 – 10, 2008

DATE(S): FEBRUARY 20 – 22, 2008

DATE (S): APRIL 08 – 10, 2008

BREATH TEST OPERATOR RECERTIFICATION - PSTC

COORDINATOR: LIEUTENANT DANIEL W. BRICKER

CLASS SIZE: 30

This one-hour session is an update of the Breath Test Operator School and is a mandatory annual requirement for maintaining Breath Test Operator certification. The student will register for **one** session, beginning at 0900, 1030, 1230, or 1400. **To register for this class, contact the Toxicology Lab at 271-4668.**

DATE(S): SEPTEMBER 14TH, 17TH AND 21ST

DATE(S): NOVEMBER 02ND AND 16TH

DATE(S): JANUARY 11TH AND 25TH

DATE(S): MARCH 07TH AND 17TH

DATE(S): MAY 02ND AND 16TH

DATE(S): OCTOBER 12TH AND 22ND

DATE(S): DECEMBER 10TH AND 14TH

DATE(S): FEBRUARY 04TH AND 08TH

DATE(S): APRIL 18TH AND 21ST

DATE(S): JUNE 06TH AND 16TH

BREATH TEST OPERATOR RECERTIFICATION AT STATE POLICE – TROOP F

COORDINATOR: LIEUTENANT DANIEL W. BRICKER

CLASS SIZE 30

This one-hour session is an update of the Breath Test Operator School and is a mandatory annual requirement for maintaining Breath Test Operator certification. The student will register for one session, beginning at 1030, 1300. **To register for this class, contact the Toxicology Lab at 271-4668. This class will take place at New Hampshire State Police Troop F in Twin Mountain.**

DATE(S): OCTOBER 09, 2007

DATE(S): JANUARY 15, 2008

DATE(S): MAY 13, 2008

CONCEALMENT AREAS WITHIN VEHICLES – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 60

TOTAL

Ways to find hidden compartments that exist naturally in vehicles and those that have been mechanically installed by sophisticated drug smugglers; how to gain access to them while avoiding booby-traps or destroying the contents-drugs, firearms or currency. Topics include an overview of illicit drug trafficking, drug courier recognition and identification, evidence collection, and vehicle searches. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): JANUARY 23 – 24, 2008

CONDUCTING PHYSICAL FITNESS TESTING

COORDINATOR: LIEUTENANT JILL M. MORAN & LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

This course is designed to train officers from N.H. Law Enforcement agencies who will be given the responsibility to carry out the on-going 3-year testing regimen required for officers hired after January 1, 2001, to maintain police or corrections certification. Topics include rules and requirements necessary for the testing program, pre-testing medical clearances, liability issues, and proper administration of the test batteries. **NOTE: Students should wear P.T. gear or B.D.U.'s and be prepared to demonstrate the exercise battery. NO FIREARMS or AMMUNITION allowed inside the training facility.**

DATE(S): SEPTEMBER 25, 2007

DATE(S): NOVEMBER 27, 2007

DATE(S): JANUARY 25, 2008

DATE(S): MARCH 11, 2008

DATE(S): MAY 28, 2008

DATE(S): JUNE 26, 2008

CONFLICT RESOLUTION THROUGH EFFECTIVE COMMUNICATION *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 30

A one-day class emphasizing communication skills as a tool in conflict resolution. Topics to include, issues and myths of conflict, a self-assessment of participants conflict management style, discussion on how those styles impact on communication and conflicts, and advanced instruction on interaction and listening techniques, giving feedback, and building trust in a group.

DATES(S): NOVEMBER 13, 2007

DATES(S): APRIL 24, 2008

CONTEMPORARY GANGS IN THE UNITED STATES – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

**CLASS SIZE: 35
TOTAL**

With the diversity of its people and an abundance of potential gang recruits, the U.S. is experiencing a variety of new threats within its borders. These contemporary gangs include Eastern European based organized crime, Asian organized crime, extremist groups and modern street gangs. This class will acquaint you with the gangs and some proactive methods for coping with the threats they pose. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATES(S): JUNE 04 – 05, 2008

CRITICAL INCIDENT MANAGEMENT

COORDINATOR: CAPTAIN JEFFREY L. NOYES

CLASS SIZE: 20

How law enforcement agencies can adapt the Incident Command System that is universally used in the Fire Service to the needs of police in responding to hostage situations, natural or human-made disasters, civil demonstrations and disturbances, major entertainment events, sporting events and other occurrences that require a total commitment of personnel, mutual aid, or a multi-disciplinary response. **NOTE: This training or ICS/100, ICS/200, available on the FEMA website, is now federally required of any agency applying for homeland security grants.**

DATE(S): DECEMBER 03 – 04, 2007

DATE(S): MAY 29 – 30, 2008

CYBER CRIME FUNDAMENTALS

COORDINATOR: CAPTAIN BENJAMIN R. JEAN

CLASS SIZE: 100

Cyber Crime Fundamentals is the entry level class for NH law enforcement who are building their skills to combat cyber crime. The class introduces three basic topics: 1.Cyber Crime Concepts, 2.Computer Fundamentals, and 3.Computer Network Fundamentals. After reviewing these classes, the online student's knowledge is tested before they may advance to the next section. Students with advanced cyber crime skills may "test out" of the class by completing an exam without reviewing the training materials. This class is completed online through the In-service Training Site and does not require registration through PSTC. Students interested in taking this course should get the enrollment key from their Training Officer and then access the course online. **This class is required prior to taking any other PSTC Cyber Crime courses.**

AVAILABLE ONLINE

DEFENSIVE TACTICS INSTRUCTOR

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

This course will cover the PSTC use of force progression, principles of suspect control, levels of positioning, joint manipulation, pressure points, defensive strikes, searching, ground fighting, weapon retention, use of impact weapons and O.C. spray. **NOTE: There are physical demands associated with this course that require participants to be in good physical condition to participate. EQUIPMENT NEEDED:** P.T. Gear or B.D.U.'s, fully equipped duty belt, handcuffs, baton, O.C. spray and note-taking materials.

DATE(S): DECEMBER 03 – 07, 2007

DATE(S): JULY 14 – 18, 2008

DETECTIVE TRAINING COURSE *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 12

This course will provide training in three essential areas of investigation to include Interview & Interrogation, Crime Scene Investigation and Case Preparation. The course will prepare the new detectives or train current detectives with the most modern methods of criminal investigation available. **This is (3) one-week classes and you must attend all in order to receive your certificate.** Note: Applicants accepted for January's class, have automatically been enrolled for all (3) one-week classes.

DATE(S): JANUARY 14 – 18, 2008

DATE(S): FEBRUARY 11 – 15, 2008

DATE(S): MARCH 03 – 07, 2008

DIGITAL PHOTOGRAPHY IN LAW ENFORCEMENT *

COORDINATOR: MEDIA SUPERVISOR & RANGE MASTER SCOTT A. FERGUSON

CLASS SIZE: 20

An intensive three-day workshop dealing specifically with digital photography. It will cover, in-depth the topics of digital photography equipment, the digital workflow, image management, and the digital darkroom using Adobe Photoshop (Elements). **NOTE: Prior completion of the basic Police Photography School with a conventional camera is a prerequisite, and proof of completion should be submitted with your application.** Students should bring to class your own or your agency's digital camera, connection cables and adobe software.

DATE(S): OCTOBER 30 – NOVEMBER 01, 2007

DATE(S): JUNE 16 – 18, 2008

DOMESTIC VIOLENCE FORMS – (V)

COORDINATOR: TRAINING SPECIALIST KEITH H. LOHMANN

**CLASS SIZE: 60
TOTAL**

A four-hour class to acquaint experienced officers with the new standardized forms being introduced in domestic violence cases. What to look for and how to fill one out accurately. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): AUGUST 17, 2007

DATE(S): SEPTEMBER 14, 2007 EVENING

DATE(S): SEPTEMBER 19, 2007

DATE(S): OCTOBER 01, 2007 EVENING

DUST AND BUST *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 20

Fundamental techniques necessary to obtain complete and legible inked finger – and palm impressions or impressions on a computerized print scanning device. Skills in the proper recovery of fingerprint and palm impressions at crime scenes. Proper methods of obtaining other types of physical evidence and practical suggestions regarding crime scene administration and management.

DATE(S): SEPTEMBER 25 – 27, 2007 (LITTLETON)

DATE(S): DECEMBER 05 – 07, 2007 (CON)

DATE(S): FEBRUARY 12 – 14, 2008 (PEASE)

DATE(S): JUNE 18 – 20, 2008 (KEENE)

EXPANDABLE BATON INSTRUCTOR

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

This class leads to certification by Monadnock Lifetime Equipment, Inc. as an Expandable Baton Instructor, and is generic enough to apply to any expandable baton. Students are required to pass written and proficiency tests, and demonstrate oral teaching skills prior to certification. Topics include the proper application of the baton in the force progression, instructional methods, use of training aids, and safety considerations. **NOTE: There are physical demands associated with this course that require participants to be in good physical condition in order to fully participate. EQUIPMENT NEEDED: P.T. gear or B.D.U.'s, fully equipped belt, handcuffs, expandable baton and note-taking materials. **NO FIREARMS or AMMUNITION allowed inside the training facility.****

DATE(S): NOVEMBER 19 – 20, 2007

DATE(S): JUNE 23 – 24, 2008

EXPERT PROSECUTION WITNESS

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 25

This course concentrates on DWI and drug-related offenses; alcohol and drugs as evidence; introducing field sobriety and horizontal gaze nystagmus tests; and using Drug Recognition Experts. **PREREQUISITE:** Completion of the Basic Police Prosecutor Course or employment as a practicing prosecutor with admission to the N.H. Bar.

DATE(S): JANUARY 15, 2008

FIELD TRAINING OFFICER – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

**CLASS SIZE: 60
TOTAL**

A five-day course based on the San Jose, CA model, designed to train you to become an FTO in your department. Includes the five basic responsibilities of an FTO, the FTO as a role model, performance evaluation, legal issues, rating frequency and criticality documentation and observation reports, rating scales, and the FTO selection process, and a segment on how to inspire your new officers to engage in proactive traffic patrol. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): OCTOBER 08 – 12, 2007

DATE(S): MARCH 17 – 21, 2008

FIREARMS INSTRUCTOR

COORDINATOR: LIEUTENANT JAMES F. MULLA

CLASS SIZE: 16

This class leads to certification by the Police Standards & Training Council as a pistol instructor. Students attending this course are required to qualify with their handgun on PSTC Course #5 during the first day of the program. Students failing to qualify will not be admitted to the remainder of the class. **NOTE: Officers should attend dressed in fatigue-type uniforms, bring their service weapon, holster, leather gear, and 1,000 rounds of lead-free ammunition, but should “NOT” bring sidearm or ammunition inside the classroom facility.** There are physical demands associated with this course that require participants to be in good physical condition in order to fully participate.

DATE(S): NOVEMBER 26 – 30, 2007

DATE(S): MARCH 10 – 14, 2008

DATE(S): FEBRUARY 11 – 15, 2008

DATE(S): JUNE 09 – 13, 2008

FIREARMS INSTRUCTOR RECERTIFICATION

COORDINATOR: LIEUTENANT JAMES F. MULLA

CLASS SIZE: 16

This one-day seminar is required every second calendar year to maintain firearms instructor certification. **NOTE: Officers should attend dressed in fatigue-type uniforms and bring their service weapon, holster, leather gear and 250 rounds of lead-free ammunition, but should “NOT” bring sidearm or ammunition inside the classroom facility.** There are physical demands associated with this course that require participants to be in good physical condition in order to fully participate.

DATE(S): AUGUST 08, 2007

DATE(S): SEPTEMBER 25, 2007

DATE(S): OCTOBER 01, 2007

DATE(S): NOVEMBER 21, 2007

DATE(S): DECEMBER 27, 2007

DATE(S): JANUARY 24, 2008

DATE(S): FEBRUARY 19, 2008

DATE(S): MARCH 26, 2008

DATE(S): APRIL 08, 2008

DATE(S): MAY 27, 2008

DATE(S): JUNE 25, 2008

FIREARMS – ADVANCED SKILL BUILDER

COORDINATOR: MEDIA SUPERVISOR & RANGE MASTER SCOTT A. FERGUSON

CLASS SIZE: 12

A one day, competitive format, scenario based, dynamic and challenging courses of fire testing weapons handling, reloading, movement, precision shooting after physical activity, multiple targets, use of cover, transitions and more. **NOTE:** There are physical demands associated with this course that require participants to be in good physical condition in order to fully participate. **PREREQUISITE: Student must have attended Combat Skill builder class.** The students will need to bring 250 rounds of lead free ammunition, duty gear, and extra magazines or back up guns optional and encouraged.

DATE(S): JANUARY 23, 2008

DATE(S): APRIL 10, 2008

FIREARMS – BASIC SKILL BUILDER

COORDINATOR: MEDIA SUPERVISOR & RANGE MASTER SCOTT A. FERGUSON

CLASS SIZE: 12

This one-day course is intended for the less confident shooter and reviews basic marksmanship fundamentals in a number of skill building courses of fire with an emphasis on sight alignment and trigger control. Dot drills, ball & dummy drills, drawing drills, reloading drills and others will diagnose and address problem areas. **Student will need to bring 500 rounds of lead free ammunition to class.**

DATE(S): OCTOBER 15, 2007

DATE(S): FEBRUARY 05, 2008

FIREARMS – COMBAT SKILL BUILDER

COORDINATOR: MEDIA SUPERVISOR & RANGE MASTER SCOTT A. FERGUSON

CLASS SIZE: 12

A one-day skill building and confidence building course with dynamic courses of fire. Topics covered are the draw, speed reloading, engaging multiple targets, one handed and off handed shooting, emergency loading, shooting while moving and changing sight picture. **NOTE: This is NOT a remedial shooting course. Students will need to bring 500 rounds of lead free ammunition to class.**

DATE(S): DECEMBER 13, 2007

DATE(S): MARCH 06, 2008

FIRST-LINE SUPERVISION – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 60

TOTAL

This class will train you to serve as a Corporal or Sergeant or other first-line supervisor in your law enforcement agency. Making the transition from officer to supervisor, coaching, counseling, conducting personnel evaluations, handling disciplinary issues and public complaints about your employees, decision-making, time management, scheduling, ethics, liability issues and other subjects are covered. Includes a segment on how to ensure that your officers are engaging in proactive traffic patrol. **NOTE: Students must pass a written final exam. NOTE: This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. Please indicate on your registration form where you will be attending.**

DATE(S): DECEMBER 03 – 07, 2007

DATE(S): APRIL 07 – 11, 2008

FRAUD INVESTIGATIONS

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 20

This class includes confidence games and schemes, counterfeit checks and check “kiting”, credit card fraud, embezzlement, and how to obtain financial search warrants.

DATE(S): APRIL 01 – 03, 2008

GANGS IN NEW HAMPSHIRE

COORDINATOR: TRAINING SPECIALIST KEITH H. LOHMANN

CLASS SIZE: 28

A two-day class that will discuss gang activities specifically as it relates to New Hampshire. Street gangs, Outlaw Motorcycle Gangs, Prison Gangs, and how they act and interact in New Hampshire communities. Also to be discussed are short and long term trends seen by local experts in the field.

DATE(S): MAY 19 – 20, 2008

GROUND FIGHTING TECHNIQUES

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

A three-day class for experienced officers who wish to build on the skills and techniques they learned in the police academy, and in particular, to learn more about ground fighting, i.e., what to do if you are knocked off your feet in a confrontation, and when it may be tactically advantageous to take to the ground in a confrontation. We will also discuss weapons of opportunity- their utility and potential liabilities and practice felony prone handcuffing techniques and advanced takedowns. **Note: There are physical demands associated with this course that require participants to be in good physical condition to participate.** **Equipment Needed:** P.T. Gear or B.D.U.'s, fully equipped belt, handcuffs, and note-taking materials.

DATE(S): AUGUST 22 - 24, 2007 DATE(S): JANUARY 14 – 16, 2008 DATE(S): MAY 12 – 14, 2008

HANDCUFFING REFRESHER - AM

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

A half-day class review of the levels of positioning, Lee speed-cuffing technique, Lee modified technique, proper searching, proper removal of handcuffs, concerns of positional asphyxia and handcuffing from the felony prone position. **NOTE:** Students should arrive in PT gear or B.D.U.'s, with duty belt and handcuffs.

DATE(S): OCTOBER 16, 2007

DATE(S): MAY 15, 2008

HANDCUFFING REFRESHER - PM

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

A half-day class review of the levels of positioning, Lee speed-cuffing technique, Lee modified technique, proper searching, proper removal of handcuffs, concerns of positional asphyxia and handcuffing from the felony prone position. **NOTE:** Students should arrive in PT gear or B.D.U.'s, with duty belt and handcuffs.

DATE(S): OCTOBER 16, 2007

DATE(S): MAY 15, 2008

HANDLING CALLS INVOLVING THE MENTALLY ILL

COORDINATOR: MAJOR ROBERT B. STAFFORD, JR.

CLASS SIZE: 30

It is estimated that as many as 25% of the population at one time or another suffer from a diagnosable mental illness. Frequently, police officers will receive calls for service that involve a person with a mental illness or developmental disability as a victim, a witness, or a law violator. Although most mentally ill persons are no more dangerous than the general population, in some instances they can be very dangerous and in other cases, handling them incorrectly can trigger a critical reaction. This course will better equip officers in the techniques of identifying a mentally ill or developmentally disabled person, approaching them properly, approved methods of security and restraint, and the legal ramification of holding them accountable for a crime or obtaining an involuntary emergency or non-emergency committal. Officers also frequently encounter persons with a physical or mental disability such as Alzheimer's disease, Parkinson's disease, deafness, or blindness; hearing injury, diabetes or epilepsy, who may be mistaken for someone who is intoxicated, drug impaired or uncooperative. After attending this course, officers will be better able to identify these conditions and communicate with citizens who are affected by these conditions.

DATE(S): SEPTEMBER 13, 2007
DATE(S): JANUARY 16, 2008

DATE(S): NOVEMBER 15, 2007
DATE(S): MAY 21, 2008

HGN/SFST

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 24

This class teaches the curriculum approved by the National Highway Traffic Safety Administration and the International Association of Chiefs of Police for administering the roadside field sobriety test battery, including horizontal gaze nystagmus, the walk an turn, and the one-leg stand. It is an excellent refresher for veteran officers who may not have kept up to date with changes in the procedure, and a good class for officers who have never been exposed to this test battery, which has been sanctioned by the New Hampshire Supreme Court in the case of **State v. Dahood**.

DATE(S): OCTOBER 16 – 18, 2007 DATE(S): MARCH 25 – 27, 2008 DATE(S): APRIL 22 – 24, 2008

HOMICIDE INVESTIGATION*

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 35

Investigation of homicides; assaults resulting in serious bodily injury; and sudden unattended deaths. Techniques and tactics for conducting death investigations, including managing the crime scene, natural, accidental and suicide cases, the time of death window, blunt and sharp force trauma, gunshot wounds, cutting and stabbing wounds, death by asphyxiation, auto-erotic deaths, sudden infant death syndrome, and sexual homicides. Major case management is discussed in detail, along with the response of the uniformed officer; crime forensics, crime scene analysis, and blood spatter interpretation. Students are assigned to teams to work in simulated field homicide and death problems, process mock crime scenes, and present solution to the class. **NOTE:** This class is labor intensive.

DATE(S): JANUARY 07 – 11, 2008

INSTRUCTOR DEVELOPMENT

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

A five-day course is designed to develop police and corrections officers as instructors. Both lecture and practical exercises deal with developing learning goals and performance objectives, writing lesson plans, developing instructional media, increasing oral communications skills, and becoming familiar with theories of adult learning and testing. This course is ideal for supervisors and training officers. **NOTE:** This course requires some work outside of class.

DATE(S): NOVEMBER 05 – 09, 2007

DATE(S): APRIL 28 – MAY 02, 2008

INTERACTIVE FIREARMS TRAINING

COORDINATOR: MEDIA SUPERVISOR & RANGE MASTER SCOTT A. FERGUSON

CLASS SIZE: 20

This course is designed to expose **Firearms Instructors** to life-like scenario training, and to prepare them to present similar training in their own agencies. **NOTE:** This program utilizes Simunitions™ training rounds and is a physically and emotionally demanding course. Students should be willing to be exposed to Simunitions™ rounds, which may cause bruising. Supplied safety equipment as well as personal ballistic vests must be worn.

DATE(S): AUGUST 27 – 29, 2007

DATE(S): JULY 22 – 24, 2008

INTERNAL AFFAIRS INVESTIGATION – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

**CLASS SIZE: 35
TOTAL**

Designed for Chiefs of small departments and Internal Affairs Investigators of larger departments. How to conduct a legally defensible internal affairs investigation, based either on a citizen complaint or a proactive approach from the department itself. Includes State law and personnel complaints, State and Federal court decisions such as Garrity, Weingarten, etc. Rights of officers to legal representation at various stages of the investigation, application of the right-to-know law, effect of collective bargaining provisions, parallel or separate criminal vs. administrative investigations and proceedings. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): FEBRUARY 26 – 28, 2008

INTERVIEW AND INTERROGATION – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

**CLASS SIZE: 60
TOTAL**

This class will provide law enforcement officers with numerous techniques to effectively interview suspects and witnesses. Topics include: persuasion, and influence, the difference between suspect and witness interviews, sizing up the suspect and deciding which tactics to use, Miranda and voluntaries issues, neurolinguistics, cognitive interviews, and the multiple suspect elimination process, rapport development, question formation and behavior response.

DATE(S): OCTOBER 15 – 19, 2007

DATE(S): APRIL 14 – 18, 2008

****DATE(S): NOVEMBER 05 – 09, 2007****

(NOTE: **THIS CLASS IS BEING HELD IN MOULTONBOROUGH – NOT A VIDEO CLASS)

INTRO TO COMPUTER CRIME – ONLINE RESOURCES FOR INVESTIGATORS

COORDINATOR: CAPTAIN BENJAMIN R. JEAN

CLASS SIZE: 20

Intro is the second class for N.H. law enforcement officials in building the skills, to investigate cyber crimes. Building on the skills learned in the online course, students will learn about computers, the Internet, and how they are exploited by criminals. Topics include: Internet Protocol Concepts, Internet Tracing, Website Tracing, and how to develop additional investigative leads from existing case data and Internet sources. The class is focused on hands-on learning, where the students practice and are tested, on the knowledge and skills introduced by the instructors. **Prerequisite: Cyber Crime Fundamentals.**

DATE(S): SEPTEMBER 27, 2007

DATE(S): OCTOBER 25, 2007

DATE(S): DECEMBER 12, 2007

DATE(S): MARCH 12, 2008

DATE(S): MAY 16, 2008

LAW ENFORCEMENT LEADERSHIP – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

**CLASS SIZE: 35
TOTAL**

Obtaining high quality performance from the 21st century workforce, through leadership principles, effective communications, delegation and motivation; problem-solving, decision-making, coaching and counseling, current real-world problems are discussed along with self-assessments and exercises. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): OCTOBER 22 – 24, 2007

MANAGING THE MARGINAL EMPLOYEE – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

**CLASS SIZE: 35
TOTAL**

Designed to help law enforcement managers determine why marginal and problem employees act the way they do, identify the supervisory practices needed to motivate, coach and counsel them or de-hire them, and to create a positive work environment where marginal and problem employees are challenged to change their behavior. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): OCTOBER 25 – 26, 2007

MANAGING WITH INTEGRITY AND EFFECTIVENESS – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

**CLASS SIZE: 40
TOTAL**

A three-day mid-management training program with three themes woven through the program: how to increase management effectiveness, understanding the implications of fully implementing community policing as a philosophy, and integrating the issues of managing with integrity into all aspects of the community policing environment. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): FEBRUARY 19 – 21, 2008

MENTAL HEALTH RESPONSE: EFFECTIVE INTERVENTIONS IN CRISIS SITUATIONS *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 30

A two-day class designed as a comprehensive and interactive training class for law enforcement in understanding and intervening with persons with mental illness and emotional disorders. Situations involving mental health problems can be complex and require extensive time and resources. This class is meant to provide officers with the tools to reduce the amount of time that officers spend on such incidents, while at the same time assuring an effective outcome and minimize the risk of harm to all parties involved.

DATE(S): OCTOBER 23 – 24, 2007

MOTION DRAFTING & LEGAL RESEARCH
COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

This class will cover the drafting of generic motions, motions to suppress, motions relating to counseling records and disciplinary records (Laurie requests), and motions regarding articulable suspicion. We will also discuss techniques of legal research based on statutes, case law, and legal treatises, as well as sources of legal research. **PREREQUISITE:** Basic Police Prosecutor course or employment as a practicing prosecutor with admission to the N.H. Bar.

DATE(S): NOVEMBER 15, 2007

DATE(S): APRIL 15, 2008

O. C. INSTRUCTOR
COORDINATOR: CAPTAIN JEFFREY L. NOYES

CLASS SIZE: 20

This course will qualify the successful applicant as an Instructor in the use of O.C. weapons system. Certification is valid for three years. **NOTE: There are physical demands associated with this course that require participants to be in good physical condition in order to fully participate.**

DATE(S): DECEMBER 10 - 11, 2007

DATE(S): JUNE 11 – 12, 2008

OFFICER SUICIDE – (V) *
COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

**CLASS SIZE: 40
TOTAL**

Almost every law enforcement agency within the United States has grappled with officer suicide. A recent NYPD study revealed that the rate of suicide to be 30 per 100,000 officers nationwide. This one-day class discusses the important issues surrounding officer suicides. Suicide among police officers is all too frequent; this class is designed to offer insight into the causes of suicidal behaviors, management response to indicators of these behaviors, and dispelling myths surrounding suicide. Finally, the class will detail steps that management can take to assist officers in time of crisis. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): FEBRUARY 07, 2008

ORAL ADVOCACY
COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

The focus of this class is courtroom presentation. Material covered includes preparing and developing an opening statement, arguing the law, arguing the facts, preparing and examining witnesses, and techniques of oral presentation in the courtroom. **PREREQUISITE:** Completion of the Basic Prosecutor course or employment as a practicing prosecutor with admission to the N.H. Bar.

DATE(S): MARCH 13, 2008

PBT INSTRUCTOR

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 20

This course is intended for officers who will be assigned to maintain and instruct their officers in the use of Preliminary Breath Testing Devices, such as CMI's SD-5. After successful completion, students will be certified as a PBT Instructor who can then train and certify officers as PBT Operators satisfying the requirements of NH RSA 265 – A:15.

DATE(S): OCTOBER 18, 2007

DATE(S): JANUARY 24, 2008

DATE(S): APRIL 24, 2008

POLICE DRIVING INSTRUCTOR

COORDINATOR: LIEUTENANT MARK E. VARNEY

CLASS SIZE: 12

A class to train officers to present police defensive and emergency driving programs in their own law enforcement agencies. Deals with how to establish a legally defensible driving program, safety measures, selection of vehicles and course locations, course layout, teaching techniques, policy and legal considerations involving pursuits and emergency responses, and evaluations and grading of students capabilities. **NOTE:** After completion of the course, students will be required to instruct or assist at a PSTC recruit academy driving program prior to receiving certification as a driving instructor.

DATE(S): OCTOBER 01 – 04, 2007

POLICE DRIVING INSTRUCTOR - REFRESHER

COORDINATOR: LIEUTENANT MARK E. VARNEY

CLASS SIZE: 12

A two-day class for PSTC certified driving instructors designed to update you on current techniques in driver training, and to provide you with an update on applicable legal issues related to police driver training.

DATE(S): JUNE 9 – 10, 2008

POLICE DRIVING REFRESHER

COORDINATOR: LIEUTENANT MARK E. VARNEY

CLASS SIZE: 12

A class to reacquaint veteran officers with police defensive and emergency driving techniques. The course includes dynamic driving exercises on the skid pad.

DATE(S): SEPTEMBER 10 – 11, 2007

DATE(S): APRIL 22 – 23, 2008

POLICE MOUNTAIN BIKE PATROL

COORDINATOR: LIEUTENANT DANIEL W. BRICKER

CLASS SIZE: 20

Use of the mountain bike in community policing and normal patrol duties, on city streets, off-road and in traffic. Bicycle handling, quick dismounts, negotiating stairways on the bike, crowd control, and subject apprehension. **NOTE:** There are physical demands associated with this course. Officers should be in adequate physical condition to ride 5 – 10 miles per day at a medium to fast pace, on varied terrain. **Equipment Needed: P.T. gear, B.D.U.'s or issued bike patrol uniform, properly equipped mountain bike, helmet water bottle, protective eyewear, and gloves. Fully equipped duty belt (handcuffs, baton, OC) basic tool kit, one spare tube per department and note taking materials. NO FIREARMS OR AMMUNITION allowed inside the training facility.**

DATE(S): MAY 05 – 09, 2008

PREVENTION AND DETERRENCE

COORDINATOR: CAPTAIN JEFFREY L. NOYES

CLASS SIZE: 30

This class, developed by Louisiana State University, will discuss intelligence resources, terrorist operations, the role of law enforcement in preventing terrorism, recognizing weapons of mass destruction on the streets, fraudulent documents and the critical role of intelligence information sharing.

DATE(S): NOVEMBER 01, 2007

DATE(S): JUNE 05, 2008

PROPERTY & EVIDENCE MANAGEMENT – (V) *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 35

This class is designed for Police Chiefs and officers who will manage their department's evidence rooms. It deals with maintaining the security, integrity, and chain of custody of property and evidence from the time of collection to proper and legal disposal. OSHA requirements, storage and packaging systems, handling drug evidence, high value items and biohazard material is covered, along with evidence integrity, evidence room audits, personal safety procedures and destruction of drug evidence. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): NOVEMBER 28 – 29, 2007

RADAR OPERATOR

COORDINATOR: LIEUTENANT MARK E. VARNEY

CLASS SIZE: 20

This course is designed to provide the student with characteristics of the different types of stationary and moving traffic radar, various aspects of radar use such as the Doppler principal, legal requirements and the relationship of traffic radar to the overall speed enforcement program. This class fulfills the 8 hour classroom prerequisite to becoming radar certified. Hands-on training is to be done individually at the student's agency.

DATE(S): OCTOBER 31, 2007

DATE(S): DECEMBER 13, 2007

DATE(S): MAY 08, 2008

REMOTE CASE REVIEWER SYSTEM TRAINING

COORDINATOR: CAPTAIN BENJAMIN R. JEAN

CLASS SIZE: 18

This class is for officers and investigators who intend to access their digital evidence cases that reside at the State Police Forensic Lab. The class provides instruction on how to connect with the State Police Network and utilize the forensic viewing software that resides on that system. **Prerequisite: Cyber Crime Fundamentals.**

DATE(S): OCTOBER 04, 2007

DATE(S): NOVEMBER 06, 2007

DATE(S): DECEMBER 06, 2007

DATE(S): FEBRUARY 06, 2008

DATE(S): APRIL 03, 2008

DATE(S): JUNE 05, 2008

REVOLVER INSTRUCTOR

COORDINATOR: LIEUTENANT JAMES F. MULLA

CLASS SIZE: 20

A one-day class to certify revolver instructors. Officers need to bring 500 Rounds of lead-free ammunition to complete the class, and applicant **MUST** currently be a New Hampshire PSTC certified firearms instructor to attend.

DATE(S): JANUARY 03, 2008

RIFLE INSTRUCTOR

COORDINATOR: LIEUTENANT JAMES F. MULLA

CLASS SIZE: 20

A four-day course designed to develop police rifle instructors. There are physical demands associated with this course that require participants to be in good physical condition in order to fully participate. **NOTE:** Attendees should be prepared to provide their own lead-free ammunition if the in-door range is used. **Prerequisite: Must currently be a New Hampshire PSTC certified firearms instructor to attend.**

DATE(S): JULY 07 – 10, 2008

RULES OF EVIDENCE FOR PROSECUTORS

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 22

This class will include an overview of rules of evidence, police personnel files, counseling records, the admissibility of other bad acts, hearsay, and responding to discovery requests.

NOTE: Students are requested to bring to class the latest edition of the New Hampshire Rules of Evidence. **PREREQUISITE:** Basic Police Prosecutor class or admission to the N.H. Bar.

DATE(S): JUNE 03, 2008

SEX CRIMES INVESTIGATION *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 30

Course content includes the profile of a rapist, child sexual abuse, deviations and perversions, rape trauma syndrome, crisis intervention with sex crime victims, interviewing child and adult sex abuse victims, investigation and physical evidence, duties of the uniformed officer, duties of the follow-up investigator, packaging and transporting evidence, the role of the hospital and crime lab. DNA and fluid evidence, profile of the pedophile, sex-related homicides, community awareness and prevention, and interdisciplinary cooperation.

DATE(S): MAY 19 – 23, 2008

SHOTGUN INSTRUCTOR

COORDINATOR: LIEUTENANT JAMES F. MULLA

CLASS SIZE: 20

The purpose of this course is to provide successful attendees with Police Standards & Training Council Shotgun Instructor Certification. The class deals with the 12-gauge shotguns that are commonly used in many N.H. police departments, their characteristics, safety features, hazards, and proper deployment, also the use of the riot shotgun to deploy tear gas and less lethal rounds. **PREREQUISITE: PSTC recognized Pistol, Revolver, or Rifle Instructor Certification.**

DATE(S): OCTOBER 15 – 18, 2007

DATE(S): MAY 12 – 15, 2008

SKID CONTROL – AM

COORDINATOR: LIEUTENANT MARK E. VARNEY

CLASS SIZE: 3

A half-day course designed to provide students with a refresher on the necessary hands-on skills to recognize prevent or recover from vehicle skids resulting from environmental conditions. **This course must be conducted at PSTC.**

DATE(S): SEPTEMBER 13, 2007

DATE(S): JUNE 24, 2008

SKID CONTROL – PM

COORDINATOR: LIEUTENANT MARK E. VARNEY

CLASS SIZE: 3

A half-day course designed to provide students with a refresher on the necessary hands-on skills to recognize prevent or recover from vehicle skids resulting from environmental conditions. **This course must be conducted at PSTC.**

DATE(S): SEPTEMBER 13, 2007

DATE(S): JUNE 24, 2008

SPANISH FOR LAW ENFORCEMENT *

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 20

A four-day "total immersion" course for patrol officers and investigators who must know enough Spanish to communicate in emergency situations with Hispanic victims, witnesses, and suspects.

DATE(S): APRIL 07 – 10, 2008

STATE & LOCAL ANTI-TERRORISM TRAINING- SLATT

COORDINATOR: CAPTAIN JEFFREY L. NOYES

CASS SIZE: 20

This class will provide a working knowledge of terrorist and criminal extremist groups and individuals, their activities and tactics, and how to recognize and report indicators of terrorism and criminal extremism. **NOTE: If you attended a "Terrorism Prevention Class" at PSTC, you would have received the first day of training for the two-day course.**

DATE(S): APRIL 15 – 16, 2008

SUICIDE PREVENTION & POSTVENTION *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 30

A one-day class based on the "Frameworks Youth Suicide Prevention Project". The Frameworks Project is a nationally recognized "best practice" by the Suicide Prevention Council and American Foundation for Suicide Prevention. The training will provide a comprehensive and interactive learning experience about issues related to suicide, suicide risk, and how law enforcement can play a key role in communities to prevent suicide by training law enforcement to recognize risk factors and warning signs, and how to take appropriate action.

DATE(S): SEPTEMBER 24, 2007

TECHNICAL CRASH INVESTIGATION *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CASS SIZE: 30

A two-week comprehensive course, on advanced applications of formulas for speed calculations from skids, vaults and falls, and estimation of speed and direction from vehicle damage. Also covers presentation of evidence from the traffic crashes and Major Cities Chiefs, will give participants an opportunity to identify the key learning leadership lessons of a broad range of law enforcement's 'giants' who have helped shape our profession.

DATE(S): MARCH 10 – 21, 2008

VICARIOUS TRAUMATIZATION & COMPASSION FATIGUE *

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 30

Vicarious Traumatization and Compassion fatigue are concepts used to describe impact on professionals from exposure to stressful events in the line of duty. They include actual crisis situations, the daily potential for threat, etc. The residual effects of these experiences can be longstanding and affect the officer's professional and personal functioning. This workshop will teach officers how to organize it and how to minimize the effects on their lives.

DATE(S): APRIL 23, 2008

WARRANTS AND COMPLAINTS – (V)

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

**CLASS SIZE: 60
TOTAL**

This class covers how to prepare arrest warrants, search warrants, affidavits and complaints – why and when they are needed, where to obtain them, what information they must contain and how to execute them. Special emphasis is placed on relevant statutes, court decisions, and rules of the court. **NOTE:** This class will be presented in Concord and simulcast to Keene, Littleton, and Pease Tradeport with students interacting with the instructor in Concord. **Please indicate on your registration form where you will be attending.**

DATE(S): OCTOBER 30, 2007

DATE(S): MAY 28, 2008

*****CORRESPONDENCE COURSES*****

COST-EFFECTIVE PATROL MANAGEMENT

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 100

This course is designed for the mid- to upper- management level of any agency, with a distinct emphasis on maximizing available resources to enable a more cost-effective patrol function.

DATE(S): JANUARY 1, 2008 – FEBRUARY 28, 2008

POLICE/COMMUNITY RELATIONS

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 100

This course offers insight into exactly what police-community relations is, and how it is implemented, and why it works.

DATE(S): MAY 01, 2008 – JUNE 30, 2008

*****CD-ROM TRAINING*****

CD's CURRENTLY AVAILABLE:

Airborne Pathogens
Alcohol & Tobacco Laws
Criminal Justice System
Domestic Violence Laws
Heavy Equipment Theft
HIPPA
Introduction to Homeland Security
Laws of Arrest
Police Role in Society
SARS
Search & Seizure
Use of Force

NOTE: Requests for any of these CD's can be made directly to Captain Benjamin Jean at bjean@pstc.state.nh.us.

*****IN-SERVICE TRAINING VIA THE WEB*****

In-service training is available on the web through PSTC's web-based portal. You may access the site by following the LOGIN link through PSTC's main website at www.pstc.nh.gov, or directly at www.inservice.pstc.nh.gov/moodle. If you don't already have an account, you will need to create one by following the instructions associated with the **CREATE A NEW ACCOUNT** link on the main page. With your account you will be able to access Articulate Suspicion, the Training Calendar, and The Bulletin Board at PSTC, class updates, forms, manuals and online classes. Classes require an enrollment key at first access, which should be obtainable through your department's training officer. (If your agency's training officer does not have a current list of keys, they can obtain them by contacting Captain Benjamin R. Jean, at 271-8278, or by email at bjean@pstc.state.nh.us). You must be a New Hampshire Law Enforcement Officer to use the site, unless special written permission has been authorized by the Director.

THE FOLLOWING COURSES ARE AVAILABLE

Cyber Crime Fundamentals (3hrs)	Domestic Violence Law Update (2 hrs)
Legal Update 2004 (8 hrs)	Legal Update 2005 (8 hrs)
Legal Update 2006 (8 hrs)	LE Response to Avian Flu (4 hrs)
LE Response to WMD (10 hrs)	Methamphetamine Lab Awareness (3 hrs)
National Inc. Mgmt. System (NIMS) (3 hrs)	U.S. Citizenship/Travel Documentation (2 hrs)

More classes are under development, and will be announced on the web site and through the newsletter and mass mailings as they become available.

Each course has been assigned a time value that will count toward the 8 hour annual in-service training requirement from PSTC. In order to receive credit, however, you must **successfully complete** the class, which means that you must complete the material and correctly answer the questions imbedded in the material. After successful completion of course material, there will be a link that unlocks in the course titled "**COURSE COMPLETION**". Using that link, you will be able to print out your course certificate. You should maintain a copy of that certificate for your records, and also provide a copy to your Training Officer. Course completions should be kept in your department's training file as record of course work towards the annual training requirements. **PSTC will NOT generate or mail out certificate for online courses.**

The NIMS (National Incident Management System) will be handled slightly differently. Because it is a federal requirement, FEMA, (the Federal Emergency Management Agency) requires that a test be completed and graded by them (FEMA) before credit is awarded. Thus, for that particular class, you must not only complete the content, but also access the FEMA web site (there is a link in the class) take and successfully complete the test. In this case, you will be directly notified by FEMA of your score on the test and be issued a certificate (if you passed). One word of caution, however, I am told that FEMA is currently backlogged by at least 8 weeks in the issuance of certificates. In the case of the NIMS class, if you **DON'T** receive a certificate or a notification, **please contact FEMA, and not PSTC**. We have no control over them. In the case of the other classes, please contact us if there is an issue or a problem.

*****REGIONAL TRAINING PROGRAM*****

The following classes are available for off-site training and may be hosted by any department meeting the following requirements:

- Provide TV monitor and VCR, blackboard & overhead projector, if necessary.
- Serve as the coordinator to handle notification, registration and distribution of various handouts, to the students and other departments.

All requests for Regional Training should be made in writing to the Director.

BASIC HOMELAND SECURITY

COORDINATOR: CAPTAIN JEFFREY L. NOYES

CLASS SIZE: 30

A discussion and familiarization with biological, chemical, explosive and radiological weapons of mass destruction, their detection, first responder safety and responsibilities. This is a response type class with some role playing scenarios.

FINGERPRINT PROCESSING WORKSHOP

COORDINATOR: CAPTAIN KIM H. ROBERTS

CLASS SIZE: 20

This one-day course is designed for the smaller department, and officers who have no experience with fingerprint processing techniques, or have some experience but would like to improve basic skills. This course will involve limited lecture, which will expose the student to terminology associated with fingerprints. The department's fingerprint equipment will be evaluated and discussed. Hands-on practical work will involve: safety & health equipment, the use of conventional fingerprint powders and brushes, use of the Magna Brush™ and magnetic fingerprint powders, use of lifting tape, backing cards, hinged lifters, rubber lifters, super glue, iodine, small particle reagent, and some other chemical processes.

HANDCUFFING REFRESHER

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 30

This is a four-hour class, which covers Lee and Lee-Modified handcuffing techniques, nomenclature, and searching techniques. ***Must pass written and practical examinations.*** Hosting department must have gym mats and a suitable available area.

CRITICAL INCIDENT MANAGEMENT (ICS)

COORDINATOR: CAPTAIN JEFFREY L. NOYES

CLASS SIZE: 16

How law enforcement agencies can adapt the Incident Command System that is universally used in the Fire Service to the needs of police in responding to hostage situations, natural or human-made disasters, civil demonstrations and disturbances, major entertainment events sporting events and other occurrences that require a total commitment of personnel, mutual aid, or a multi-disciplinary response. This training, or ICS-100/ICS-200, available from the Federal Emergency Management Agency, is now federally required of any agency applying for homeland security grants.

INSURANCE FRAUD

COORDINATOR: PROGRAM COORDINATOR BRADLEY W. PARKER

CLASS SIZE: 30

What insurance fraud is how and why law enforcement should be concerned? How to use insurance fraud investigations and prosecutions to your creative advantage to rid your community of criminals. How these cases differ from a traditional police investigation and any special considerations for investigators in these cases. The role of the insurance company investigator and State Insurance Department and how and when the efforts of a private investigator can complement the police investigation.

*****APPENDIX*****

STUDENT LETTER

FACILITY RULES

FULL-TIME RECRUIT ACADEMY SCHEDULE

PART-TIME RECRUIT ACADEMY SCHEDULE

CORRECTIONS ACADEMY SCHEDULE

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SPECIALIZED TRAINING GRANT APPLICATION



Sheriff Michael L. Prozzo, Jr.
Chairman

State of New Hampshire
POLICE STANDARDS & TRAINING COUNCIL
ARTHUR D. KEHAS
LAW ENFORCEMENT TRAINING FACILITY & CAMPUS
17 Institute Drive — Concord, N.H. 03301-7413
603-271-2133 FAX 603-271-1785
TDD Access: Relay NH 1-800-735-2964



Donald L. Vittum
Director

July 11, 2007

Dear Student:

Enclosed in your packet you will find a copy of the facility rules, which are binding on everyone attending schools and seminars coordinated by the Council.

People are always eager to criticize those of us in the criminal justice profession, and the Council's programs, and the image of our profession, can easily be hurt by a student's single, thoughtless act.

We are located adjacent to the campus of a civilian college, the New Hampshire Community Technical Institute, and the Christa McAuliffe Planetarium. Visitors to our facility include news media, legislators, educators and citizens, any of whom may be present at any given time. This makes following the facility rules especially important.

The Council's primary mandate is training, and this has to take precedence over all of our other activities. When recruits are in residence, reveille is at 0500 hours, and they are required to observe "lights out" at 2130 hours. They are not allowed to engage in conversation with other students. If In-service students receive permission to stay at the facility rather than make accommodations at a local hotel, they are not allowed to disrupt the recruit academy's routine.

Please take a minute to review the rules, violation of which can result in disciplinary action by the council as well as your own agency, and help us to avoid problems which can adversely reflect on us all.

Yours in Law Enforcement,

Donald L. Vittum
Director

DLV/dlb

*****POLICE STANDARDS & TRAINING COUNCIL *****

FACILITY RULES

THE FOLLOWING RULES SHALL BE OBSERVED BY ALL PERSONS ATTENDING PROGRAMS AT THE NEW HAMPSHIRE POLICE STANDARDS AND TRAINING FACILITY.

ACCESS AREAS - guests or other students are **not permitted** in the area of the recruit academy living quarters. In-service students staying overnight are not allowed to have guests. **Students are not permitted in rooms of students of the opposite sex, and no romantic activity between students is permitted.**

ALARM SYSTEM - The intrusion alarm system will be turned on from 4:30 p.m. to 7:00 a.m. Overnight students without pass cards must be back in the building by 9:45 p.m. or they will not be readmitted. To leave in an emergency, contact an Academy staff member to disable the alarm system.

ALCOHOL/DRUGS - No person shall be allowed on the premises with the odor of alcoholic beverages on their breath, and possession or consumption of illegal drugs or of alcoholic beverages at the facility is prohibited. **Violation of this rule will result in immediate dismissal and possible decertification.**

ATTIRE - All persons attending programs at the facility shall attend classes dressed in one of the following acceptable attires:

Male Personnel:

1. Official department uniform; or
2. A suit or sports jacket with dress shirt and tie; or sports shirt and sweater;
3. Slacks with coordinated open-collar shirt

Female Personnel:

1. Official department uniform; or
2. A dress; or
3. Skirt and blouse or sweater combination; or
4. Slacks and coordinated blouse

Blue jeans, denims, dungarees, casual shorts or sneakers are not to be worn during training sessions unless authorized by the class supervisor for a particular class. Casual attire is allowed after hours.

CARE OF BUILDING - This building is provided by the people of New Hampshire for our benefit. All students and visitors shall treat the building and furniture as you would your own home. Do not put your feet on the wall, lean your chairs back, sit on tables, or otherwise mistreat the facility. Dispose of trash in designated trash receptacles. Report any damage or non-working items to staff at once.

CONDUCT - While attending the facility, your conduct, both on and off the campus, reflects on the Training Council and your agency. Conduct unbecoming an officer will be dealt with accordingly. Students shall remain attentive during all class periods, and shall display proper respect and courtesy toward instructors, Council personnel, visitors and fellow students, and avoid using profanity, offensive terminology or gestures. Proper conduct is also required on the Technical Institute campus and on remote locations.

CONVERSATIONS WITH RECRUITS - The Council's primary statutory mandate is recruit training. The recruit academy must take precedence over all other activity at the facility. Recruits undergo 12 weeks of strict paramilitary training and are forbidden to engage in conversation. If you speak to a recruit, you cause problems for the recruit as well as yourself. In-service students shall not engage recruits in unnecessary conversation, nor subject them to any harassment whatsoever.

FIREARMS - Firearms shall not be worn visibly in the facility or on campus, unless the student is wearing a distinguishable police uniform. Firearms shall not be stored in dormitory rooms, but shall be stored in the firearm storage room or locked in the trunk of your vehicle. No horseplay or brandishing of any type of weapons is allowed at any time. **If you need assistance in securing a weapon, see a staff member.**

FOOD AND DRINK - Food and drink shall be consumed only in designated areas, and shall not be consumed or stored in dormitory rooms or brought into classrooms.

GAMBLING - Gambling in any form is prohibited.

HARASSMENT - No harassment or intolerance shall be shown at any time to students, staff or visitors, based on sex, age, and religion, or lifestyle preference.

HONOR CODE - All police and corrections officers and probation/parole officers are expected to abide by the Honor Code. Lying or cheating is strictly forbidden, and it is also an infraction to be aware of violations and not report them. Violators of the Honor Code or the Law Enforcement Officers' Code of Ethics face expulsion from class and possible decertification.

INFRACTIONS - Infractions of any of the foregoing rules may result in dismissal from the training program and/or subsequent Council programs, and an incident report may be sent to the student's agency. Any unwarranted damage to the facility or equipment, or failure to return Council property shall result in direct billing to the student, with a copy to the student's agency. Any criminal offenses committed on campus shall be referred to the local police department for prosecution, and to the Council for a decertification hearing.

LOUD NOISES/LANGUAGE - Persons using the facility shall not congregate, or engage in loud noises in the hallways or classrooms, use vulgar or unprofessional language, or otherwise demonstrate improper behavior, and shall show courtesy to staff and other students at all times. Breaks shall be taken in the designated break areas.

LOUNGE - Students shall help to keep any lounge areas clean by disposing of their own garbage. Students shall be considerate of others by keeping the television and conversation levels down. Lounge area is closed at 11:30 p.m.

NEW HAMPSHIRE COMMUNITY TECHNICAL COLLEGE SYSTEM - The cafeteria and some classrooms are located on the campus of the New Hampshire Community Technical Institute, and contact with civilian students and instructors are inevitable. Your conduct while on the college campus shall at all times be in accordance with the highest professional standards.

PARKING - Students and guests shall park their automobiles in the student parking area. Parking in restricted areas is prohibited. All vehicles shall be secured. Personal belongings and valuables shall not be left out in the open, but shall be secured in the trunk of your vehicle.

SMOKING - Students and guests shall not smoke or use tobacco in any form in the building or on the premises of PSTC, except in the designated smoking area.

TELEPHONE CALLS - Coin-operated telephones are provided in the dormitory areas and classroom area, and are the only phones available for student use. Student messages shall be received by the Council office and posted on the bulletin board in the foyer, or on the video message board.

VISITORS - Visitors shall be allowed only with staff permission, and shall be restricted to public areas. Each student shall be responsible for his or her guests. No visitors are permitted after normal business hours. No children or animals are allowed without special permission.

*****FULL - TIME RECRUIT ACADEMY SCHEDULE*****

2007-2008

The dates listed below are for the Basic Recruit Academy, which requires overnight stay at the school for the first 12 weeks. Pre-entrance Physical Fitness Tests are administered prior to the start of the Academy. **Prerequisite: Must be hired and sworn in by a New Hampshire law enforcement agency and pass a medical examination, background investigation, criminal/motor vehicle record check, fingerprinting and physical fitness test.**

144TH POLICE ACADEMY

FITNESS TEST DATE: AUGUST 20, 2007

DATE(S): AUGUST 27, 2007 – NOVEMBER 16, 2007

CLASS SIZE: 60

145TH POLICE ACADEMY

FITNESS TEST DATE: DECEMBER 17, 2007

DATE(S): JANUARY 07, 2008 – MARCH 28, 2008

CLASS SIZE: 60

146TH POLICE ACADEMY

FITNESS TEST DATE: MARCH 17, 2008

DATE(S): APRIL 07, 2008 – JUNE 27, 2008

CLASS SIZE: 60

The Academy will, in addition, offer a 2-week enhanced training to the 12-week academy session that will provide recruits with training on homeland defense-related topics. These sessions will be **optional** and departments may be eligible to be reimbursed for overtime and backfill costs associated with this training. **Departments who wish to enroll their recruits in this enhanced session must apply separately. Further information about applications for these sessions will be provided during the Academy sessions.** The applications in this catalog are **not** to be used for the Academy. Upon receipt of the **Employee Status Notification Form A** for a full-time officer, our staff will schedule the officer for the next available session of the Academy. The Recruit Academy applications will be forwarded to you at that time.

All full-time officer applicants for certification based on prior training and experience will be required to submit a medical examination on a Council-approved form and pass the Academy entrance physical fitness test, the same as all other recruits.

A rigorous Police Academy physical fitness test, based on the Cooper Aerobics Institute standards at the 35th percentile, will be required, with recruits required to achieve the 50th percentile upon graduation.

*****PART - TIME ACADEMY TRAINING*****

2007-2008

Prerequisite: Must be hired and sworn in by a New Hampshire law enforcement agency, and pass a background investigation and criminal record check by that agency prior to attending. Sponsoring by a department for purposes of attendance at one of these schools is not permitted; the officer must be hired and sworn-in with the purpose of actually working for the department.

The Basic Part-Time Academy Certification Training covers such topics as legal areas, tactics, survival, motor vehicle laws, criminal code, search & seizure, constitutional law, and many others. Basic Certification Training is **required** for certification as a part-time officer. **Part-time officers may not work in excess of 1300 hours a year unless they have graduated from the full-time academy.** The Part-Time Training Academy will continue to be held at the same regional locations as last year. Most locations have weeknight training built into the schedule, including Saturdays from 8:00 A.M. to 5:30 P.M.

Part-time officers are also welcome to attend the full-time Academy, if they are sworn in and working for their department and are covered by their department's Workers' Compensation insurance, whenever space is available.

*****PART - TIME ACADEMY SCHEDULE*****

2007-2008

251ST PART-TIME ACADEMY - CONCORD, SIMULCAST TO KEENE, LITTLETON, PEASE TRADEPORT
COORDINATOR: LIEUTENANT DANIEL W. BRICKER

DATE(S): SEPTEMBER 15, 2007 – NOVEMBER 03, 2007

252ND PART-TIME ACADEMY - CONCORD, SIMULCAST TO KEENE, LITTLETON, PEASE TRADEPORT
COORDINATOR: LIEUTENANT DANIEL W. BRICKER

DATE(S): TO BE ANNOUNCED

Updates regarding actual starting dates and times will be sent out to all departments two or three months in advance with registration information.

*****CORRECTIONS ACADEMY SCHEDULE *****

2007-2008

An expanded 8-week, non-residential course required for certification by the New Hampshire Police Standards & Training Council as a State Correctional Officer. Also required by the New Hampshire Department of Corrections for civilian employees of the agency as a condition of employment.

Prerequisite: Must be hired by the New Hampshire Department of Corrections and pass a medical examination, background investigation, criminal record check, fingerprinting, and physical fitness test.

CORRECTIONS ACADEMY #86

CLASS SIZE: 40

FITNESS TEST DATE: AUGUST 30, 2007

DATE(S): SEPTEMBER 17, 2007 – NOVEMBER 9, 2007

CORRECTIONS ACADEMY #87

CLASS SIZE: 40

FITNESS TEST DATE: JANUARY 04, 2008

DATE(S): JANUARY 28, 2008 – MARCH 21, 2008

CORRECTIONS ACADEMY #88

CLASS SIZE: 40

FITNESS TEST DATE: APRIL 11, 2008

DATE(S): MAY 05, 2008 – JUNE 27, 2008

*****AUDIO/VISUAL TRAINING*****

Our Audio/Visual Department has produced nearly 100 programs in-house for training. In addition, we have a large collection of training programs from numerous other sources. New Hampshire Police Standards and Training is proud to be a member of the Law Enforcement Video Association and through the Association, we can access training programs on almost any topic.

Contact us for a copy of our new **"Video Catalog"** and also look for periodic updates in Articulate Suspicion or the new The Bulletin Board at PSTC, which has a plethora of information.

If you would like to produce your own training tape, please feel free to contact Scott for assistance by calling 271-1970. Please try to give 14 days advance notice to reserve a special tape.



*****COLLEGE CREDITS*****

Several educational institutions are currently awarding credits toward a college degree for completion of various courses offered by the Police Standards and Training Council.

The New Hampshire Community Technical Colleges, of which PSTC is a unit, offers college credits for completion of the 12-week Police Academy and the 8-week Corrections Academy, which are transferable to the New Hampshire Community Technical Institute and the regional Community Technical Colleges. The Institute allows up to 19 credits toward an Associate's Degree in Criminal Justice for completion of the Police Academy, or 12 credits for the Corrections Academy. Credits are also allowed for some in-service courses, such as the Juvenile Officer Institute and The Police Prosecutor School. The Institute offers a Distance Learning Program where a college degree may be obtained with a minimum amount of on-campus activity supplemented by independent study.

The USNH's Granite State College allows up to 20 credits for completion of the 12-week Basic Police Academy, and a lesser amount for completion of an Academy prior to the current 12-week program.

Other schools, including Hesser College, McIntosh College, and Franklin Pierce College allow varying credits for passing the Police Academy and Corrections Academy, depending on the length of the curriculum for the particular Academy attended, and the degree for which the candidate is enrolling. Credit is also sometimes awarded for attendance at some of our more extensive In-service Training courses, particularly those, which include written or practical final examinations, such as the 3-week Juvenile Officer Institute, the Prosecutor School, and the Instructor Development School.

If your officers are considering furthering their formal education, it is always a good idea to check with the Registrar of the college of their choice, as they may already have a head start toward a degree as the result of their police or corrections training courses.

It should also be noted that there are a number of colleges who offer experiential learning situations, whereby students can pursue a degree with reduced classroom time due to independent study. Although some of these programs, such as those offered by Vermont College, Rio Salado College, Ottawa University, Union College, Roger Williams University, and the New Hampshire Community Technical Institute are well regarded and of high quality, others are not. Some states, such as California, accredit institutions on a state basis that are not accredited by the applicable regional college accreditation body. Some employers will not recognize degrees from such institutions, so it is a good idea when considering a college, especially one located out-of-state and offering independent study, to make sure the institution is fully accredited by the appropriate regional accrediting body, and not just the Department of Education for that particular state.

*****INSTRUCTOR CERTIFICATION*****

The Police Standards and Training Council issues Adjunct Instructor Certification to persons who teach at Council-sponsored schools, including the Police Academy, the Corrections Academy, and In-Service schools. The program may be expanded to include instructors who teach at Council-sponsored Part-Time Officers Academy Training schools.

At the present time, since we have no opportunity to observe or evaluate instructors who do not teach at Council schools, we cannot confer Adjunct Instructor status to instructors who only teach for their own department. We issue diplomas to persons who successfully complete our Instructor Development course, but these constitute acknowledgement of course completion, rather than conferring Adjunct Instructor status.

Persons who successfully complete our Defensive Tactics Instructor courses, Driving Instructor courses, and Firearms Instructor courses are considered qualified to provide periodic refresher training to members of area departments in the field, and to assist Council staff in presenting instruction at the Training Facility in these specific specialty areas. Certificates of Completion for these courses are sufficient, provided the instructors' training is updated and he/she teaches on a regular basis. Adjunct Certificates will not normally be issued for these specialty areas, but these areas may appear on Adjunct Instructor Certificates of persons who instruct in a variety of areas.

To qualify for an Adjunct Instructor Certificate, the candidate must be a lecturer at one of our basic or in-service police or corrections courses with a degree from an accredited institution of higher learning in the field to be taught (or a related discipline), or who has completed an Instructor Development course and has at least two years of teaching and/or work experience in the subject matter to be taught; or any other combination of education and experience deemed by the Director to be the equivalent of the above, who possesses adequate pedagogical skills or the ability to present practical instruction in a relevant topic. These certificates are applied for by completing a form available in the Office of the Director.

*****CEU'S AND COURSE COMPLETIONS*****

The Council issues CEU's (Continuing Education Units) for the completion of in-service training courses sponsored by the Council. CEU's are a fairly standard way of recognizing training in the industry, and are awarded at the rate of one CEU per ten contact hours of class.

CEU's are a quantitative measure of training rather than a qualitative one. They do not take into account such factors as instructor credentials or whether a written examination was given; therefore, they do not translate into college credits in most cases. The only exception is that they might be taken into consideration by college registrars in cases where credit is given for experiential learning. The primary purpose of the awarding of CEU's is to give employers a yardstick by which to judge the quantity of training which their employees have received, and to recognize their attendance in courses to advance their professionalism.

In the case of one-day courses, since they involve less than ten contact hours of class time, no CEU's are awarded, but the Council sends a Course Completion notice to the employing agency. For all other in-service courses, a predetermined number of CEU's are awarded, according to a schedule established at the time the course is developed, and based generally on the one CEU per ten contact hours' criteria.

IN ORDER TO PROPERLY RECEIVE TOTAL CREDIT IN EITHER CASE, THE OFFICER MUST BE PRESENT FOR THE ENTIRE COURSE. PARTIAL CREDIT WILL GENERALLY NOT BE AWARDED.



*****APPLICATION PROCEDURES*****

1. Application for enrollment must be made on the following application form (or a reproduced copy of it). All information must be completed to be accepted.
2. **Applications for enrollment will not be accepted earlier than 90 days prior to the scheduled date of class.**
3. **Deadline for submission of an application is 30 days prior to scheduled date of class.**
4. Notification of acceptance or rejection will be forwarded to the department head or training officer **prior** to the beginning date of a particular class.
5. In case of over-enrollment, the course coordinator will approve the final selection, which will be based on:
 - A. The date the application was received in our office,
 - B. The number of students per department requesting slots,
 - C. Previous enrollment of students accepted from that department,
 - D. Extenuating circumstances or special needs as determined by the Director.
6. **FACILITY ACCOMMODATIONS**
 - A. Rooms are available to students accepted in Council programs. Subject to availability, it may be necessary to restrict rooms to those commuting 45 miles and more. Bedding is available; however, students will need to provide their own towels.

- B. The Council will provide meals to students only in certain specialized courses. The cafeteria at the Community College System of New Hampshire is available for purchase of meals by those not otherwise entitled to meals. Approval for meals provided by the Council will be verified in the acceptance letters.

7. CHANGES IN THE TRAINING SCHEDULE

If there are any changes or additions to the training schedule, notification will be sent to your department. We reserve the right to cancel any school due to lack of enrollment, unavailability of an instructor, or other unforeseen circumstances.

8. DISABLED INDIVIDUALS

If you have a disability and require special accommodations, you must notify us at the time you sign up for a class. No accommodations can be made on the day a class begins.

9. OUT-OF-STATE INSTRUCTOR FEE

A charge of \$50 may be assessed against any department that reserves a slot at a school for which PSTC is paying an out-of-state instructor, if your student does not attend the course and was not excused from attendance in time for us to schedule a replacement.

NH POLICE STANDARDS & TRAINING COUNCIL
17 INSTITUTE DRIVE
CONCORD, NH 03301-7413
TEL #: (603) 271-2133 FAX #: (603) 271-1785
COURSE REGISTRATION APPLICATION

COURSE TITLE: _____

DEPARTMENT: _____ **DATE(S):** _____

NOTE: A CHARGE OF \$50 MAY BE ASSESSED AGAINST ANY DEPARTMENT THAT RESERVES A SLOT AT A SCHOOL FOR WHICH WE ARE PAYING AN OUT-OF-STATE INSTRUCTOR, IF YOUR STUDENT DOES NOT ATTEND THE COURSE AND WAS NOT EXCUSED FROM ATTENDANCE IN TIME FOR US TO SCHEDULE A REPLACEMENT.

***Out-of-State departments must include mailing address to insure receipt of certificate**

PLEASE NOTE:

DUE TO SCHEDULING REQUIREMENTS, **APPLICATIONS RECEIVED SOONER THAN 90 OR LATER THAN 30 DAYS BEFORE A SCHEDULED SCHOOL WILL NOT BE ACCEPTED.** IF CANCELLATION OF AN APPLICATION IS NECESSARY, PLEASE NOTIFY THIS OFFICE IMMEDIATELY. YOU MAY REQUEST AN ACCOMMODATION FOR A DISABLING CONDITION IN ORDER TO ATTEND THIS COURSE.

NOTE: APPLICANTS ARE CONSIDERED IN THE ORDER THEY ARE LISTED BELOW

AREA FOR TELECONFERENCING COURSES ONLY

RANK	FULL LEGAL NAME	FT/PT	<u>INDICATE by (√) WHERE ATTENDING</u>			
			Concord	Keene	Littleton	Pease

IF YOU DO NOT INDICATE WHERE ATTENDING, YOU MAY FORFEIT YOUR CHANCE OF ATTENDANCE!

APPLICANTS FOR FIREARMS COURSES, PLEASE NOTE THE FOLLOWING:

1. CERTIFIED INSTRUCTOR: SEMI [] REV [] BOTH []
2. ISSUED WEAPONS: SEMI [] REV [] BOTH []
3. CERTIFIED IN: CHEMICAL AGENTS [] SHOTGUN []
4. LIST ANY ADVANCED CERTIFICATIONS: _____

SIGNATURE OF DEPT. HEAD OR TRAINING OFFICER

PRINTED NAME & TITLE

DATE

*****NH POLICE STANDARDS & TRAINING COUNCIL*****

EXPENSE GUIDELINES FOR SPECIALIZED TRAINING GRANTS

The NH Police Standards & Training Council has a limited amount of money available to fund New Hampshire law enforcement agencies for out-of-state training during this fiscal year. Applications should be submitted on the approved application form, and signed by the head of the law enforcement agency, under the following guidelines:

1. The only grants, which will be considered, are for specialized training courses of a type not available in New Hampshire. Information describing the course should be attached to the grant application.
2. The department should agree to permit the NH Police Standards & Training Council to copy any notebooks, handouts or other instructional materials upon request.
3. Unless a special exception is granted, applications should be postmarked at least 60 days prior to the start of the scheduled training course, since grants are awarded by a majority vote of the Council at a scheduled meeting, and once voted by the Council, some grants are subject to further ratification by the Governor and Council.
4. Grants will not be awarded retroactively, and agencies are cautioned to make sure they have received written notice from PSTC that their grant has been approved by both the Council and, if applicable, the Governor and Council, before expending any funds.
5. Before receiving the council's two-thirds share of the total approved expenses for the grant funds, the agencies shall submit all receipts for actual expenses incurred and the course completion document for the officer who completed the course.
6. Grant budgets listing expenses in excess of the following guidelines will be rejected:

Hotels: Whenever possible, hotel arrangements shall be at the most reasonable room rate available, and if accommodations are available at a special package rate for attendees, this rate shall be utilized.

Incidentals: Incidentals such as the cost of laundry or dry cleaning, tips, cable TV or movies, room service, repair of clothing, etc., are not allowable.

<u>Telephone:</u>	Neither local nor long distance telephone calls or internet connections are allowable expenses.
<u>Length of Stay:</u>	Transportation schedules shall be arranged as to keep to a minimum the travel days and overnight accommodations. If an individual arrives earlier, or stays beyond the conclusion of a conference or school for personal reasons, this will be at his/her own expense.
<u>Transportation:</u>	All air travel shall be on a coach basis, not to exceed the least expensive airfare available (super-saver, etc.) between origin and destination. Travel by private vehicle may be allowed at 48.5¢ per mile. No reimbursement will be allowed for travel by official vehicles. Ground transportation to and from the airport is allowable. Manipulation of travel schedules to accrue benefits under a frequent flyer plan is not allowable. The Council does not reimburse for travel expense to New Hampshire, Maine, Vermont or Massachusetts or other locations within normal driving distance.
<u>Rental Cars:</u>	Rental car expenses are not permissible.
<u>Meals:</u>	Estimated meal costs are allowable up to \$35.00 per day, not to exceed \$7.00 for breakfast, \$10.00 for lunch, and \$18.00 for dinner, including up to a 15% gratuity. Where a planned meal function is scheduled, no other meal charges during that mealtime will be allowable.
<u>Registration</u>	Actual registration or tuition fees and costs of textbooks, etc., are allowable.
<u>Fees:</u>	The cost of tours and entertainment are not allowable.
<u>New England Inst</u>	The maximum amount the Council will contribute toward an officer's attendance at the Command Training Institute of The New England Association of Chief of Police is \$1000.00 per officer.

*****NH POLICE STANDARDS & TRAINING COUNCIL*****

SPECIALIZED TRAINING GRANT APPLICATION

NOTE: Applications must be filled out in complete detail, signed by the agency head, and postmarked at least **60 days** prior to the start of scheduled training. No retroactive grants will be considered. Acknowledgement in writing that the grant has been approved by the Council must be received by the agency prior to the expenditures or commitment of funds.

APPLICATION SUBMITTED BY:

Department: _____

Name & Title: _____

(Type or print)

Signature: _____

Approved by Agency Head: _____

(Name and title)

Signature of Agency Head: _____ Date Submitted: _____

+++++

1. Brief description of training program (lists sponsor, title, location, city and state where training will be held).
2. Proposed training dates (including travel days):
3. Proposed Attendee(s):
4. Please describe in detail the type of training, and its applicability to your agency:
5. Is similar training available in New Hampshire? If so, why do you feel this school is required?
6. Is similar training available elsewhere at a lower cost? If so, why did you choose this school?

7. Do you agree, upon request, to make copies of all notebooks, handouts, etc. available to the NH Police Standards & Training Council to copy at no cost?

Yes [] No []

8. Do you agree, upon request, to make your employee available at no cost, at a mutually convenient date, to lecture on this subject at NH Police Standards & Training Council courses?

Yes [] No []

9. **Do you agree to send to NH Police Standards & Training a copy of the course completion document for the officer(s) once the officer has completed the course?**

Yes [] No []

10. Proposed itemized expenditures for this training: (Itemize registration fees, tuition, air travel, ground transportation, lodging, meals, etc. Do not exceed amounts specified in grant guidelines.)

Registration Fee: \$ _____ Tuition: \$ _____ Lodging: \$ _____

Meals: \$ _____ Air Fare: \$ _____ Ground Transportation: \$ _____

Other/Misc: \$ _____ Total Cost: \$ _____

Total Cost: \$ _____

Requesting Department's Share (1/3): \$ _____

Council Share (2/3): \$ _____

(Be sure to enclose a copy of any brochures or other material describing in detail the specialized training course. Make a separate application for each course.)

STAFF RECOMMENDATION:

Grant []

Deny []

By: _____ Date of Council Approval/Denial: _____
(Initials)

Date of Governor and Council ratification, if required: _____

*****IN-SERVICE CLASSES BY COURSE CATEGORY*****

COURSE TITLE	CATEGORY	START DATE	END DATE
PBT INSTRUCTOR	ALCOHOL	10/18/2007	10/18/2007
PBT INSTRUCTOR	ALCOHOL	01/24/2008	01/24/2008
PBT INSTRUCTOR	ALCOHOL	04/24/2008	04/24/2008
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	09/13/2007	09/13/2007
SUICIDE PREVENTION & POSTVENTION *	COMMUNICATION	09/24/2007	09/24/2007
MENTAL HEALTH RESPONSE-CRISIS SITUATIONS*	COMMUNICATION	10/23/2007	10/24/2007
INSTRUCTOR DEVELOPMENT	COMMUNICATION	11/05/2007	11/09/2007
CONFLICT RESOLUTION EFFECTIVE COMM.*	COMMUNICATION	11/13/2007	11/13/2007
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	11/15/2007	11/15/2007
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	01/16/2008	01/16/2008
OFFICER SUICIDE (V) *	COMMUNICATION	02/07/2008	02/07/2008
ORAL ADVOCACY	COMMUNICATION	03/13/2008	03/13/2008
SPANISH FOR LAW ENFORCEMENT *	COMMUNICATION	04/07/2008	04/10/2008
CONFLICT RESOLUTION EFFECTIVE COMM.*	COMMUNICATION	04/24/2008	04/24/2008
INSTRUCTOR DEVELOPMENT	COMMUNICATION	04/28/2008	05/02/2008
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	05/21/2008	05/21/2008
CYBER CRIME FUNDAMENTALS	COMPUTER	ON-LINE ONLY	ON-LINE ONLY
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	09/27/2007	09/27/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	10/04/2007	10/04/2007
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	10/25/2007	10/25/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	11/06/2007	11/06/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	12/06/2007	12/06/2007
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	12/12/2007	12/12/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	02/06/2008	02/06/2008
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	03/12/2008	03/12/2008
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	04/03/2008	04/03/2008
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	05/16/2008	05/16/2008
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	06/05/2008	06/05/2008
POLICE DRIVING REFRESHER	DRIVING	09/10/2007	09/11/2007
SKID CONTROL – AM	DRIVING	09/13/2007	09/13/2007
SKID CONTROL – PM	DRIVING	09/13/2007	09/13/2007
POLICE DRIVING INSTRUCTOR	DRIVING	10/01/2007	10/04/2007
POLICE DRIVING INSTRUCTOR REFRESHER	DRIVING	06/09/2008	06/10/2008
POLICE DRIVING REFRESHER	DRIVING	04/22/2008	04/23/2008

SKID CONTROL – AM	DRIVING	06/24/2008	06/24/2008
SKID CONTROL – PM	DRIVING	06/24/2008	06/24/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/14/2007	09/14/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/17/2007	09/17/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/21/2007	09/21/2007
BREATH TEST OPERATOR	DRUGS/ALCOHOL	10/09/2007	10/11/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	10/12/2007	10/12/2007
HGN/SFST	DRUGS/ALCOHOL	10/16/2007	10/18/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	10/22/2007	10/22/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	11/02/2007	11/02/2007
BREATH TEST OPERATOR	DRUGS/ALCOHOL	11/13/2007	11/15/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	11/16/2007	11/16/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	12/10/2007	12/10/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	12/14/2007	12/14/2007
BREATH TEST OPERATOR	DRUGS/ALCOHOL	01/08/2008	01/10/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	01/11/2008	01/11/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	01/25/2008	01/25/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	02/04/2008	02/04/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	02/08/2008	02/08/2008
BREATH TEST OPERATOR	DRUGS/ALCOHOL	02/20/2008	02/22/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	03/07/2008	03/07/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	03/17/2008	03/17/2008
HGN/SFST	DRUGS/ALCOHOL	03/25/2008	03/27/2008
BREATH TEST OPERATOR	DRUGS/ALCOHOL	04/08/2008	04/10/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	04/18/2008	04/18/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	04/21/2008	04/21/2008
HGN/SFST	DRUGS/ALCOHOL	04/22/2008	04/24/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	05/02/2008	05/02/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	05/16/2008	05/16/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	06/06/2008	06/06/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	06/16/2008	06/16/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	08/08/2007	08/08/2007
INTERACTIVE FIREARMS TRAINING	FIREARMS	08/27/2007	08/28/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	09/25/2007	09/25/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	10/01/2007	10/01/2007
FIREARMS – BASIC SKILL BUILDER	FIREARMS	10/15/2007	10/15/2007
SHOTGUN INSTRUCTOR	FIREARMS	10/15/2007	10/18/2007

FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	11/21/2007	11/21/2007
FIREARMS INSTRUCTOR	FIREARMS	11/26/2007	11/30/2007
FIREARMS – COMBAT SKILL BUILDER	FIREARMS	12/13/2007	12/13/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	12/27/2007	12/27/2007
REVOLVER INSTRUCTOR	FIREARMS	01/03/2008	01/03/2008
FIREARMS – ADVANCED SKILL BUILDER	FIREARMS	01/23/2008	01/23/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	01/24/2008	01/24/2008
FIREARMS – BASIC SKILL BUILDER	FIREARMS	02/05/2008	02/05/2008
FIREARMS INSTRUCTOR	FIREARMS	02/11/2008	02/15/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	02/19/2008	02/19/2008
FIREARMS – COMBAT SKILL BUILDER	FIREARMS	03/06/2008	03/06/2008
FIREARMS INSTRUCTOR	FIREARMS	03/10/2008	03/14/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	03/26/2008	03/26/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	04/08/2008	04/08/2008
FIREARMS – ADVANCED SKILL BUILDER	FIREARMS	04/10/2008	04/10/2008
SHOTGUN INSTRUCTOR	FIREARMS	05/12/2008	05/15/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	05/27/2008	05/27/2008
FIREARMS INSTRUCTOR	FIREARMS	06/09/2008	06/13/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	06/25/2008	06/25/2008
RIFLE INSTRUCTOR	FIREARMS	07/07/2008	07/10/2008
INTERACTIVE FIREARMS TRAINING	FIREARMS	07/22/2008	07/24/2008
BACKGROUND INVESTIGATION (V)	INVESTIGATION	09/24/2007	09/24/2007
DUST & BUST *	INVESTIGATION	09/25/2007	09/27/2007
ADVANCED REPORT WRITING	INVESTIGATION	10/02/2007	10/03/2007
INTERVIEW & INTERROGATION (V) *	INVESTIGATION	10/15/2007	10/19/2007
DIGITAL PHOTOGRAPHY IN L.E. *	INVESTIGATION	10/30/2007	11/01/2007
INTERVIEW & INTERROGATION -MOULTONBOROUGH	INVESTIGATION	11/05/2007	11/09/2007
PROPERTY & EVIDENCE MANAGEMENT (V) *	INVESTIGATION	11/28/2007	11/29/2007
DUST & BUST *	INVESTIGATION	12/05/2007	12/07/2007
BACKGROUND INVESTIGATION (V)	INVESTIGATION	12/13/2007	12/13/2007
HOMICIDE INVESTIGATION *	INVESTIGATION	01/07/2008	01/11/2008
DETECTIVE TRAINING COURSE *	INVESTIGATION	01/14/2008	01/18/2008
CONCEALMENT AREAS IN VEHICLES (V) *	INVESTIGATION	01/23/2008	01/24/2008
AT-SCENE CRASH INVESTIGATION *	INVESTIGATION	01/28/2008	02/08/2008
DETECTIVE TRAINING COURSE *	INVESTIGATION	02/11/2008	02/15/2008
DUST & BUST *	INVESTIGATION	02/12/2008	02/14/2008
INTERNAL AFFAIRS (V) *	INVESTIGATION	02/26/2008	02/28/2008

DETECTIVE TRAINING COURSE *	INVESTIGATION	03/03/2008	03/07/2008
TECHNICAL CRASH INVESTIGATION *	INVESTIGATION	03/10/2008	03/21/2008
ADVANCED REPORT WRITING	INVESTIGATION	03/24/2008	03/25/2008
BASIC DRUG INVESTIGATION	INVESTIGATION	03/31/2008	04/04/2008
FRAUD INVESTIGATIONS	INVESTIGATION	04/01/2008	04/03/2008
BASIC POLICE PHOTO FOR L.E. *	INVESTIGATION	04/14/2008	04/18/2008
INTERVIEW & INTERROGATION (V) *	INVESTIGATION	04/14/2008	04/18/2008
BACKGROUND INVESTIGATION (V)	INVESTIGATION	04/21/2008	04/21/2008
GANGS IN NEW HAMPSHIRE	INVESTIGATION	05/19/2008	05/20/2008
SEX CRIMES INVESTIGATION *	INVESTIGATION	05/19/2008	05/23/2008
BACKGROUND INVESTIGATION (V)	INVESTIGATION	05/29/2008	05/29/2008
CONTEMPORARY GANGS IN U.S. (V) *	INVESTIGATION	06/04/2008	06/05/2008
DIGITAL PHOTOGRAPHY IN L.E. *	INVESTIGATION	06/16/2008	06/18/2008
DUST & BUST *	INVESTIGATION	06/18/2008	06/20/2008
DOMESTIC VIOLENCE FORMS (V)	LEGAL	08/17/2007	08/17/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	09/14/2007	09/14/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	09/19/2007	09/19/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	10/01/2007	10/01/2007
WARRANTS AND COMPLAINTS (V)	LEGAL	10/30/2007	10/30/2007
MOTION DRAFTING & LEGAL RESEARCH	LEGAL	11/15/2007	11/15/2007
ALS HEARINGS (V)	LEGAL	11/19/2007	11/19/2007
BASIC POLICE PROSECUTOR	LEGAL	11/26/2007	12/07/2007
EXPERT PROSECUTION WITNESS	LEGAL	01/15/2008	01/15/2008
ALS HEARINGS (V)	LEGAL	02/25/2008	02/25/2008
MOTION DRAFTING & LEGAL RESEARCH	LEGAL	04/15/2008	04/15/2008
ALS HEARINGS (V)	LEGAL	05/19/2008	05/19/2008
WARRANTS AND COMPLAINTS (V)	LEGAL	05/28/2008	05/28/2008
RULE OF EVIDENCE FOR PROSECUTORS	LEGAL	06/03/2008	06/03/2008
BASIC POLICE PROSECUTOR	LEGAL	06/16/2008	06/27/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	09/25/2007	09/25/2007
FIELD TRAINING OFFICER (V) *	MANAGEMENT	10/08/2007	10/12/2007
LAW ENFORCEMENT LEADERSHIP (V) *	MANAGEMENT	10/22/2007	10/24/2007
MANAGING MARGINAL EMPLOYEE (V) *	MANAGEMENT	10/25/2007	10/26/2007
PREVENTION AND DETERRENCE	MANAGEMENT	11/01/2007	11/01/2007
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	11/27/2007	11/27/2007
FIRST LINE SUPERVISION (V) *	MANAGEMENT	12/03/2007	12/07/2007
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	01/25/2008	01/25/2008

MANAGING INTEGRITY & EFFECTIVENESS (V) *	MANAGEMENT	02/19/2008	02/21/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	03/11/2008	03/11/2008
FIELD TRAINING OFFICER (V) *	MANAGEMENT	03/17/2008	03/21/2008
FIRST LINE SUPERVISION (V) *	MANAGEMENT	04/07/2008	04/11/2008
STATE LOCAL ANTI-TERRORISM – SLATT	MANAGEMENT	04/15/2008	04/16/2008
VICARIOUS TRAUMATIZATION FATIGUE *	MANAGEMENT	04/23/2008	04/23/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	05/28/2008	05/28/2008
PREVENTION AND DETERRENCE	MANAGEMENT	06/05/2008	06/05/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	06/26/2008	06/26/2008
BREATH TEST OPERATOR TROOP – F	REGIONAL	10/09/2007	10/09/2007
BREATH TEST OPERATOR TROOP – F	REGIONAL	01/15/2008	01/15/2008
BREATH TEST OPERATOR TROOP – F	REGIONAL	05/13/2008	05/13/2008
GROUND FIGHTING TECHNIQUES	TACTICAL	08/22/2007	08/24/2007
HANDCUFFING REFRESHER – AM	TACTICAL	10/16/2007	10/16/2007
HANDCUFFING REFRESHER – PM	TACTICAL	10/16/2007	10/16/2007
EXPANDABLE BATON INSTRUCTOR	TACTICAL	11/19/2007	11/20/2007
CRITICAL INCIDENT MANAGEMENT	TACTICAL	12/03/2007	12/04/2007
DEFENSIVE TACTICS INSTRUCTOR	TACTICAL	12/03/2007	12/07/2007
O.C. INSTRUCTOR	TACTICAL	12/10/2007	12/11/2007
GROUND FIGHTING TECHNIQUES	TACTICAL	01/14/2008	01/16/2008
POLICE MOUNTAIN BIKE PATROL	TACTICAL	05/05/2008	05/09/2008
GROUND FIGHTING TECHNIQUES	TACTICAL	05/12/2008	05/14/2008
HANDCUFFING REFRESHER – AM	TACTICAL	05/15/2008	05/15/2008
HANDCUFFING REFRESHER – PM	TACTICAL	05/15/2008	05/15/2008
CRITICAL INCIDENT MANAGEMENT	TACTICAL	05/29/2008	05/30/2008
O.C. INSTRUCTOR	TACTICAL	06/11/2008	06/12/2008
EXPANDABLE BATON INSTRUCTOR	TACTICAL	06/23/2008	06/24/2008
DEFENSIVE TACTICS INSTRUCTOR	TACTICAL	07/14/2008	07/18/2008
RADAR OPERATOR	TRAFFIC	10/31/2007	10/31/2007
RADAR OPERATOR	TRAFFIC	12/13/2007	12/13/2007
RADAR OPERATOR	TRAFFIC	05/08/2008	05/08/2008

*****IN-SERVICE CLASSES BY COURSE DATE*****

COURSE TITLE	CATEGORY	START DATE	END DATE
CYBER CRIME FUNDAMENTALS	COMPUTER	ON-LINE ONLY	ON-LINE ONLY
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	08/08/2007	08/08/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	08/17/2007	08/17/2007
GROUND FIGHTING TECHNIQUES	TACTICAL	08/22/2007	08/24/2007
INTERACTIVE FIREARMS TRAINING	FIREARMS	08/27/2007	08/28/2007
POLICE DRIVING REFRESHER	DRIVING	09/10/2007	09/11/2007
SKID CONTROL – AM	DRIVING	09/13/2007	09/13/2007
SKID CONTROL – PM	DRIVING	09/13/2007	09/13/2007
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	09/13/2007	09/13/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/14/2007	09/14/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	09/14/2007	09/14/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/17/2007	09/17/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	09/19/2007	09/19/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/21/2007	09/21/2007
BACKGROUND INVESTIGATION (V)	INVESTIGATION	09/24/2007	09/24/2007
SUICIDE PREVENTION & POSTVENTION *	COMMUNICATION	09/24/2007	09/24/2007
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	09/25/2007	09/25/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	09/25/2007	09/25/2007
DUST & BUST *	INVESTIGATION	09/25/2007	09/27/2007
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	09/27/2007	09/27/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	10/01/2007	10/01/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	10/01/2007	10/01/2007
POLICE DRIVING INSTRUCTOR	DRIVING	10/01/2007	10/04/2007
ADVANCED REPORT WRITING	INVESTIGATION	10/02/2007	10/03/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	10/04/2007	10/04/2007
FIELD TRAINING OFFICER (V) *	MANAGEMENT	10/08/2007	10/12/2007
BREATH TEST OPERATOR TROOP – F	REGIONAL	10/09/2007	10/09/2007
BREATH TEST OPERATOR	DRUGS/ALCOHOL	10/09/2007	10/11/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	10/12/2007	10/12/2007
FIREARMS – BASIC SKILL BUILDER	FIREARMS	10/15/2007	10/15/2007
SHOTGUN INSTRUCTOR	FIREARMS	10/15/2007	10/18/2007
INTERVIEW & INTERROGATION (V) *	INVESTIGATION	10/15/2007	10/19/2007
HANDCUFFING REFRESHER – AM	TACTICAL	10/16/2007	10/16/2007

HANDCUFFING REFRESHER – PM	TACTICAL	10/16/2007	10/16/2007
HGN/SFST	DRUGS/ALCOHOL	10/16/2007	10/18/2007
PBT INSTRUCTOR	ALCOHOL	10/18/2007	10/18/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	10/22/2007	10/22/2007
LAW ENFORCEMENT LEADERSHIP (V) *	MANAGEMENT	10/22/2007	10/24/2007
MENTAL HEALTH RESPONSE-CRISIS SITUATIONS *	COMMUNICATION	10/23/2007	10/24/2007
MANAGING MARGINAL EMPLOYEE (V) *	MANAGEMENT	10/25/2007	10/26/2007
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	10/25/2007	10/25/2007
WARRANTS AND COMPLAINTS (V)	LEGAL	10/30/2007	10/30/2007
DIGITAL PHOTOGRAPHY IN L.E. *	INVESTIGATION	10/30/2007	11/01/2007
RADAR OPERATOR	TRAFFIC	10/31/2007	10/31/2007
PREVENTION AND DETERRENCE	MANAGEMENT	11/01/2007	11/01/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	11/02/2007	11/02/2007
INSTRUCTOR DEVELOPMENT	COMMUNICATION	11/05/2007	11/09/2007
INTERVIEW & INTERROGATION -MOULTONBOROUGH	INVESTIGATION	11/05/2007	11/09/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	11/06/2007	11/06/2007
BREATH TEST OPERATOR	DRUGS/ALCOHOL	11/13/2007	11/15/2007
CONFLICT RESOLUTION EFFECTIVE COMM.*	COMMUNICATION	11/13/2007	11/13/2007
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	11/15/2007	11/15/2007
MOTION DRAFTING & LEGAL RESEARCH	LEGAL	11/15/2007	11/15/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	11/16/2007	11/16/2007
ALS HEARINGS (V)	LEGAL	11/19/2007	11/19/2007
EXPANDABLE BATON INSTRUCTOR	TACTICAL	11/19/2007	11/20/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	11/21/2007	11/21/2007
FIREARMS INSTRUCTOR	FIREARMS	11/26/2007	11/30/2007
BASIC POLICE PROSECUTOR	LEGAL	11/26/2007	12/07/2007
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	11/27/2007	11/27/2007
PROPERTY & EVIDENCE MANAGEMENT (V) *	INVESTIGATION	11/28/2007	11/29/2007
CRITICAL INCIDENT MANAGEMENT	TACTICAL	12/03/2007	12/04/2007
DEFENSIVE TACTICS INSTRUCTOR	TACTICAL	12/03/2007	12/07/2007
FIRST LINE SUPERVISION (V) *	MANAGEMENT	12/03/2007	12/07/2007
DUST & BUST *	INVESTIGATION	12/05/2007	12/07/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	12/06/2007	12/06/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	12/10/2007	12/10/2007
O.C. INSTRUCTOR	TACTICAL	12/10/2007	12/11/2007
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	12/12/2007	12/12/2007
BACKGROUND INVESTIGATION (V)	INVESTIGATION	12/13/2007	12/13/2007

FIREARMS – COMBAT SKILL BUILDER	FIREARMS	12/13/2007	12/13/2007
RADAR OPERATOR	TRAFFIC	12/13/2007	12/13/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	12/14/2007	12/14/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	12/27/2007	12/27/2007
REVOLVER INSTRUCTOR	FIREARMS	01/03/2008	01/03/2008
HOMICIDE INVESTIGATION *	INVESTIGATION	01/07/2008	01/11/2008
BREATH TEST OPERATOR	DRUGS/ALCOHOL	01/08/2008	01/10/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	01/11/2008	01/11/2008
GROUND FIGHTING TECHNIQUES	TACTICAL	01/14/2008	01/16/2008
DETECTIVE TRAINING COURSE *	INVESTIGATION	01/14/2008	01/18/2008
BREATH TEST OPERATOR TROOP – F	REGIONAL	01/15/2008	01/15/2008
EXPERT PROSECUTION WITNESS	LEGAL	01/15/2008	01/15/2008
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	01/16/2008	01/16/2008
FIREARMS – ADVANCED SKILL BUILDER	FIREARMS	01/23/2008	01/23/2008
CONCEALMENT AREAS IN VEHICLES (V) *	INVESTIGATION	01/23/2008	01/24/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	01/24/2008	01/24/2008
PBT INSTRUCTOR	ALCOHOL	01/24/2008	01/24/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	01/25/2008	01/25/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	01/25/2008	01/25/2008
AT-SCENE CRASH INVESTIGATION *	INVESTIGATION	01/28/2008	02/08/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	02/04/2008	02/04/2008
FIREARMS – BASIC SKILL BUILDER	FIREARMS	02/05/2008	02/05/2008
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	02/06/2008	02/06/2008
OFFICER SUICIDE (V) *	COMMUNICATION	02/07/2008	02/07/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	02/08/2008	02/08/2008
DETECTIVE TRAINING COURSE *	INVESTIGATION	02/11/2008	02/15/2008
FIREARMS INSTRUCTOR	FIREARMS	02/11/2008	02/15/2008
DUST & BUST *	INVESTIGATION	02/12/2008	02/14/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	02/19/2008	02/19/2008
MANAGING INTEGRITY & EFFECTIVENESS (V) *	MANAGEMENT	02/19/2008	02/21/2008
BREATH TEST OPERATOR	DRUGS/ALCOHOL	02/20/2008	02/22/2008
ALS HEARINGS (V)	LEGAL	02/25/2008	02/25/2008
INTERNAL AFFAIRS (V) *	INVESTIGATION	02/26/2008	02/28/2008
DETECTIVE TRAINING COURSE *	INVESTIGATION	03/03/2008	03/07/2008
FIREARMS – COMBAT SKILL BUILDER	FIREARMS	03/06/2008	03/06/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	03/07/2008	03/07/2008
FIREARMS INSTRUCTOR	FIREARMS	03/10/2008	03/14/2008

TECHNICAL CRASH INVESTIGATION *	INVESTIGATION	03/10/2008	03/21/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	03/11/2008	03/11/2008
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	03/12/2008	03/12/2008
ORAL ADVOCACY	COMMUNICATION	03/13/2008	03/13/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	03/17/2008	03/17/2008
FIELD TRAINING OFFICER (V) *	MANAGEMENT	03/17/2008	03/21/2008
ADVANCED REPORT WRITING	INVESTIGATION	03/24/2008	03/25/2008
HGN/SFST	DRUGS/ALCOHOL	03/25/2008	03/27/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	03/26/2008	03/26/2008
BASIC DRUG INVESTIGATION	INVESTIGATION	03/31/2008	04/04/2008
FRAUD INVESTIGATIONS	INVESTIGATION	04/01/2008	04/03/2008
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	04/03/2008	04/03/2008
SPANISH FOR LAW ENFORCEMENT *	COMMUNICATION	04/07/2008	04/10/2008
FIRST LINE SUPERVISION (V) *	MANAGEMENT	04/07/2008	04/11/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	04/08/2008	04/08/2008
BREATH TEST OPERATOR	DRUGS/ALCOHOL	04/08/2008	04/10/2008
FIREARMS – ADVANCED SKILL BUILDER	FIREARMS	04/10/2008	04/10/2008
BASIC POLICE PHOTO FOR L.E. *	INVESTIGATION	04/14/2008	04/18/2008
INTERVIEW & INTERROGATION (V) *	INVESTIGATION	04/14/2008	04/18/2008
MOTION DRAFTING & LEGAL RESEARCH	LEGAL	04/15/2008	04/15/2008
STATE LOCAL ANTI-TERRORISM – SLATT	MANAGEMENT	04/15/2008	04/16/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	04/18/2008	04/18/2008
BACKGROUND INVESTIGATION (V)	INVESTIGATION	04/21/2008	04/21/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	04/21/2008	04/21/2008
POLICE DRIVING REFRESHER	DRIVING	04/22/2008	04/23/2008
HGN/SFST	DRUGS/ALCOHOL	04/22/2008	04/24/2008
VICARIOUS TRAUMATIZATION FATIGUE *	MANAGEMENT	04/23/2008	04/23/2008
CONFLICT RESOLUTION EFFECTIVE COMM.*	COMMUNICATION	04/24/2008	04/24/2008
PBT INSTRUCTOR	ALCOHOL	04/24/2008	04/24/2008
INSTRUCTOR DEVELOPMENT	COMMUNICATION	04/28/2008	05/02/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	05/02/2008	05/02/2008
POLICE MOUNTAIN BIKE PATROL	TACTICAL	05/05/2008	05/09/2008
RADAR OPERATOR	TRAFFIC	05/08/2008	05/08/2008
GROUND FIGHTING TECHNIQUES	TACTICAL	05/12/2008	05/14/2008
SHOTGUN INSTRUCTOR	FIREARMS	05/12/2008	05/15/2008
BREATH TEST OPERATOR TROOP – F	REGIONAL	05/13/2008	05/13/2008
HANDCUFFING REFRESHER – AM	TACTICAL	05/15/2008	05/15/2008

HANDCUFFING REFRESHER – PM	TACTICAL	05/15/2008	05/15/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	05/16/2008	05/16/2008
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	05/16/2008	05/16/2008
ALS HEARINGS (V)	LEGAL	05/19/2008	05/19/2008
GANGS IN NEW HAMPSHIRE	INVESTIGATION	05/19/2008	05/20/2008
SEX CRIMES INVESTIGATION *	INVESTIGATION	05/19/2008	05/23/2008
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	05/21/2008	05/21/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	05/27/2008	05/27/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	05/28/2008	05/28/2008
WARRANTS AND COMPLAINTS (V)	LEGAL	05/28/2008	05/28/2008
BACKGROUND INVESTIGATION (V)	INVESTIGATION	05/29/2008	05/29/2008
CRITICAL INCIDENT MANAGEMENT	TACTICAL	05/29/2008	05/30/2008
RULE OF EVIDENCE FOR PROSECUTORS	LEGAL	06/03/2008	06/03/2008
CONTEMPORARY GANGS IN U.S. (V) *	INVESTIGATION	06/04/2008	06/05/2008
PREVENTION AND DETERRENCE	MANAGEMENT	06/05/2008	06/05/2008
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	06/05/2008	06/05/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	06/06/2008	06/06/2008
POLICE DRIVING INSTRUCTOR REFRESHER	DRIVING	06/09/2008	06/10/2008
FIREARMS INSTRUCTOR	FIREARMS	06/09/2008	06/13/2008
O.C. INSTRUCTOR	TACTICAL	06/11/2008	06/12/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	06/16/2008	06/16/2008
DIGITAL PHOTOGRAPHY IN L.E. *	INVESTIGATION	06/16/2008	06/18/2008
BASIC POLICE PROSECUTOR	LEGAL	06/16/2008	06/27/2008
DUST & BUST *	INVESTIGATION	06/18/2008	06/20/2008
EXPANDABLE BATON INSTRUCTOR	TACTICAL	06/23/2008	06/24/2008
SKID CONTROL – AM	DRIVING	06/24/2008	06/24/2008
SKID CONTROL – PM	DRIVING	06/24/2008	06/24/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	06/25/2008	06/25/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	06/26/2008	06/26/2008
RIFLE INSTRUCTOR	FIREARMS	07/07/2008	07/10/2008
DEFENSIVE TACTICS INSTRUCTOR	TACTICAL	07/14/2008	07/18/2008
INTERACTIVE FIREARMS TRAINING	FIREARMS	07/22/2008	07/24/2008

*****IN-SERVICE CLASSES BY COURSE TITLE*****

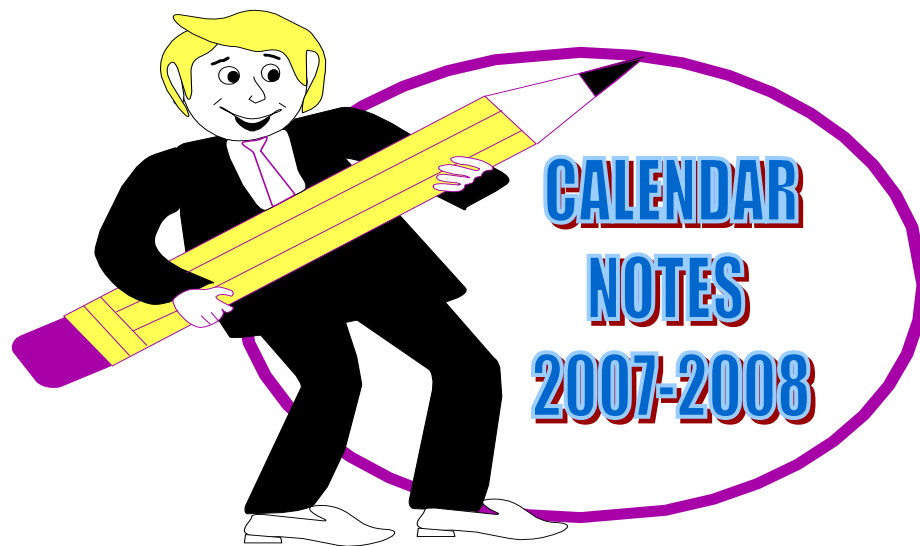
COURSE TITLE	CATEGORY	START DATE	END DATE
ADVANCED REPORT WRITING	INVESTIGATION	10/02/2007	10/03/2007
ADVANCED REPORT WRITING	INVESTIGATION	03/24/2008	03/25/2008
ALS HEARINGS (V)	LEGAL	11/19/2007	11/19/2007
ALS HEARINGS (V)	LEGAL	02/25/2008	02/25/2008
ALS HEARINGS (V)	LEGAL	05/19/2008	05/19/2008
AT-SCENE CRASH INVESTIGATION *	INVESTIGATION	01/28/2008	02/08/2008
BACKGROUND INVESTIGATION (V)	INVESTIGATION	09/24/2007	09/24/2007
BACKGROUND INVESTIGATION (V)	INVESTIGATION	12/13/2007	12/13/2007
BACKGROUND INVESTIGATION (V)	INVESTIGATION	04/21/2008	04/21/2008
BACKGROUND INVESTIGATION (V)	INVESTIGATION	05/29/2008	05/29/2008
BASIC DRUG INVESTIGATION	INVESTIGATION	03/31/2008	04/04/2008
BASIC POLICE PHOTO FOR L.E. *	INVESTIGATION	04/14/2008	04/18/2008
BASIC POLICE PROSECUTOR	LEGAL	11/26/2007	12/07/2007
BASIC POLICE PROSECUTOR	LEGAL	06/16/2008	06/27/2008
BREATH TEST OPERATOR	DRUGS/ALCOHOL	10/09/2007	10/11/2007
BREATH TEST OPERATOR	DRUGS/ALCOHOL	11/13/2007	11/15/2007
BREATH TEST OPERATOR	DRUGS/ALCOHOL	01/08/2008	01/10/2008
BREATH TEST OPERATOR	DRUGS/ALCOHOL	02/20/2008	02/22/2008
BREATH TEST OPERATOR	DRUGS/ALCOHOL	04/08/2008	04/10/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/14/2007	09/14/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/17/2007	09/17/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	09/21/2007	09/21/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	10/12/2007	10/12/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	10/22/2007	10/22/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	11/02/2007	11/02/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	11/16/2007	11/16/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	12/10/2007	12/10/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	12/14/2007	12/14/2007
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	01/11/2008	01/11/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	01/25/2008	01/25/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	02/04/2008	02/04/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	02/08/2008	02/08/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	03/07/2008	03/07/2008

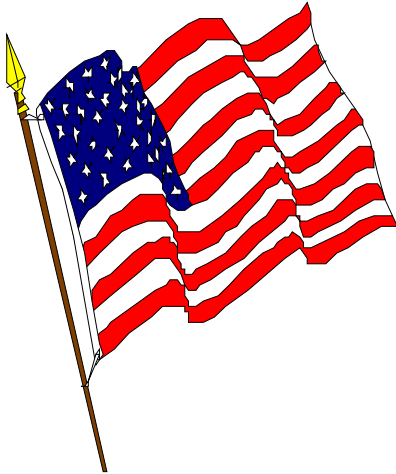
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	03/17/2008	03/17/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	04/18/2008	04/18/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	04/21/2008	04/21/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	05/02/2008	05/02/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	05/16/2008	05/16/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	06/06/2008	06/06/2008
BREATH TEST OPERATOR RECERTIFICATION	DRUGS/ALCOHOL	06/16/2008	06/16/2008
BREATH TEST OPERATOR TROOP – F	REGIONAL	10/09/2007	10/09/2007
BREATH TEST OPERATOR TROOP – F	REGIONAL	01/15/2008	01/15/2008
BREATH TEST OPERATOR TROOP – F	REGIONAL	05/13/2008	05/13/2008
CONCEALMENT AREAS IN VEHICLES (V) *	INVESTIGATION	01/23/2008	01/24/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	09/25/2007	09/25/2007
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	11/27/2007	11/27/2007
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	01/25/2008	01/25/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	03/11/2008	03/11/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	05/28/2008	05/28/2008
CONDUCTING PHYSICAL FITNESS TESTING	MANAGEMENT	06/26/2008	06/26/2008
CONFLICT RESOLUTION EFFECTIVE COMM.*	COMMUNICATION	11/13/2007	11/13/2007
CONFLICT RESOLUTION EFFECTIVE COMM.*	COMMUNICATION	04/24/2008	04/24/2008
CONTEMPORARY GANGS IN U.S. (V) *	INVESTIGATION	06/04/2008	06/05/2008
CRITICAL INCIDENT MANAGEMENT	TACTICAL	12/03/2007	12/04/2007
CRITICAL INCIDENT MANAGEMENT	TACTICAL	05/29/2008	05/30/2008
CYBER CRIME FUNDAMENTALS	COMPUTER	ON-LINE ONLY	ON-LINE ONLY
DEFENSIVE TACTICS INSTRUCTOR	TACTICAL	12/03/2007	12/07/2007
DEFENSIVE TACTICS INSTRUCTOR	TACTICAL	07/14/2008	07/18/2008
DETECTIVE TRAINING COURSE *	INVESTIGATION	01/14/2008	01/18/2008
DETECTIVE TRAINING COURSE *	INVESTIGATION	02/11/2008	02/15/2008
DETECTIVE TRAINING COURSE *	INVESTIGATION	03/03/2008	03/07/2008
DIGITAL PHOTOGRAPHY IN L.E. *	INVESTIGATION	10/30/2007	11/01/2007
DIGITAL PHOTOGRAPHY IN L.E. *	INVESTIGATION	06/16/2008	06/18/2008
DOMESTIC VIOLENCE FORMS (V)	LEGAL	08/17/2007	08/17/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	09/14/2007	09/14/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	09/19/2007	09/19/2007
DOMESTIC VIOLENCE FORMS (V)	LEGAL	10/01/2007	10/01/2007
DUST & BUST *	INVESTIGATION	09/25/2007	09/27/2007
DUST & BUST *	INVESTIGATION	12/05/2007	12/07/2007
DUST & BUST *	INVESTIGATION	02/12/2008	02/14/2008

DUST & BUST *	INVESTIGATION	06/18/2008	06/20/2008
EXPANDABLE BATON INSTRUCTOR	TACTICAL	11/19/2007	11/20/2007
EXPANDABLE BATON INSTRUCTOR	TACTICAL	06/23/2008	06/24/2008
EXPERT PROSECUTION WITNESS	LEGAL	01/15/2008	01/15/2008
FIELD TRAINING OFFICER (V) *	MANAGEMENT	10/08/2007	10/12/2007
FIELD TRAINING OFFICER (V) *	MANAGEMENT	03/17/2008	03/21/2008
FIREARMS – ADVANCED SKILL BUILDER	FIREARMS	01/23/2008	01/23/2008
FIREARMS – ADVANCED SKILL BUILDER	FIREARMS	04/10/2008	04/10/2008
FIREARMS – BASIC SKILL BUILDER	FIREARMS	10/15/2007	10/15/2007
FIREARMS – BASIC SKILL BUILDER	FIREARMS	02/05/2008	02/05/2008
FIREARMS – COMBAT SKILL BUILDER	FIREARMS	12/13/2007	12/13/2007
FIREARMS – COMBAT SKILL BUILDER	FIREARMS	03/06/2008	03/06/2008
FIREARMS INSTRUCTOR	FIREARMS	11/26/2007	11/30/2007
FIREARMS INSTRUCTOR	FIREARMS	02/11/2008	02/15/2008
FIREARMS INSTRUCTOR	FIREARMS	03/10/2008	03/14/2008
FIREARMS INSTRUCTOR	FIREARMS	06/09/2008	06/13/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	08/08/2007	08/08/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	09/25/2007	09/25/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	10/01/2007	10/01/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	11/21/2007	11/21/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	12/27/2007	12/27/2007
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	01/24/2008	01/24/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	02/19/2008	02/19/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	03/26/2008	03/26/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	04/08/2008	04/08/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	05/27/2008	05/27/2008
FIREARMS INSTRUCTOR RECERTIFICATION	FIREARMS	06/25/2008	06/25/2008
FIRST LINE SUPERVISION (V) *	MANAGEMENT	12/03/2007	12/07/2007
FIRST LINE SUPERVISION (V) *	MANAGEMENT	04/07/2008	04/11/2008
FRAUD INVESTIGATIONS	INVESTIGATION	04/01/2008	04/03/2008
GANGS IN NEW HAMPSHIRE	INVESTIGATION	05/19/2008	05/20/2008
GROUND FIGHTING TECHNIQUES	TACTICAL	08/22/2007	08/24/2007
GROUND FIGHTING TECHNIQUES	TACTICAL	01/14/2008	01/16/2008
GROUND FIGHTING TECHNIQUES	TACTICAL	05/12/2008	05/14/2008
HANDCUFFING REFRESHER – AM	TACTICAL	10/16/2007	10/16/2007
HANDCUFFING REFRESHER – AM	TACTICAL	05/15/2008	05/15/2008
HANDCUFFING REFRESHER – PM	TACTICAL	10/16/2007	10/16/2007

HANDCUFFING REFRESHER – PM	TACTICAL	05/15/2008	05/15/2008
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	09/13/2007	09/13/2007
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	11/15/2007	11/15/2007
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	01/16/2008	01/16/2008
HANDLING CALLS INVOLVING MENTALLY ILL	COMMUNICATION	05/21/2008	05/21/2008
HGN/SFST	DRUGS/ALCOHOL	10/16/2007	10/18/2007
HGN/SFST	DRUGS/ALCOHOL	03/25/2008	03/27/2008
HGN/SFST	DRUGS/ALCOHOL	04/22/2008	04/24/2008
HOMICIDE INVESTIGATION *	INVESTIGATION	01/07/2008	01/11/2008
INSTRUCTOR DEVELOPMENT	COMMUNICATION	11/05/2007	11/09/2007
INSTRUCTOR DEVELOPMENT	COMMUNICATION	04/28/2008	05/02/2008
INTERACTIVE FIREARMS TRAINING	FIREARMS	08/27/2007	08/28/2007
INTERACTIVE FIREARMS TRAINING	FIREARMS	07/22/2008	07/24/2008
INTERNAL AFFAIRS (V) *	INVESTIGATION	02/26/2008	02/28/2008
INTERVIEW & INTERROGATION (V) *	INVESTIGATION	10/15/2007	10/19/2007
INTERVIEW & INTERROGATION -MOULTONBOROUGH	INVESTIGATION	11/05/2007	11/09/2007
INTERVIEW & INTERROGATION (V) *	INVESTIGATION	04/14/2008	04/18/2008
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	09/27/2007	09/27/2007
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	10/25/2007	10/25/2007
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	12/12/2007	12/12/2007
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	03/12/2008	03/12/2008
INTRO COMPUTER CRIME-ONLINE RESOURCES	COMPUTER	05/16/2008	05/16/2008
LAW ENFORCEMENT LEADERSHIP (V) *	MANAGEMENT	10/22/2007	10/24/2007
MANAGING INTEGRITY & EFFECTIVENESS (V) *	MANAGEMENT	02/19/2008	02/21/2008
MANAGING MARGINAL EMPLOYEE (V) *	MANAGEMENT	10/25/2007	10/26/2007
MENTAL HEALTH RESPONSE-CRISIS SITUATIONS *	COMMUNICATION	10/23/2007	10/24/2007
MOTION DRAFTING & LEGAL RESEARCH	LEGAL	11/15/2007	11/15/2007
MOTION DRAFTING & LEGAL RESEARCH	LEGAL	04/15/2008	04/15/2008
O.C. INSTRUCTOR	TACTICAL	12/10/2007	12/11/2007
O.C. INSTRUCTOR	TACTICAL	06/11/2008	06/12/2008
OFFICER SUICIDE (V) *	COMMUNICATION	02/07/2008	02/07/2008
ORAL ADVOCACY	COMMUNICATION	03/13/2008	03/13/2008
PBT INSTRUCTOR	ALCOHOL	10/18/2007	10/18/2007
PBT INSTRUCTOR	ALCOHOL	01/24/2008	01/24/2008
PBT INSTRUCTOR	ALCOHOL	04/24/2008	04/24/2008
POLICE DRIVING INSTRUCTOR	DRIVING	10/01/2007	10/04/2007
POLICE DRIVING INSTRUCTOR REFRESHER	DRIVING	06/09/2008	06/10/2008

POLICE DRIVING REFRESHER	DRIVING	09/10/2007	09/11/2007
POLICE DRIVING REFRESHER	DRIVING	04/22/2008	04/23/2008
POLICE MOUNTAIN BIKE PATROL	TACTICAL	05/05/2008	05/09/2008
PREVENTION AND DETERRENCE	MANAGEMENT	11/01/2007	11/01/2007
PREVENTION AND DETERRENCE	MANAGEMENT	06/05/2008	06/05/2008
PROPERTY & EVIDENCE MANAGEMENT (V) *	INVESTIGATION	11/28/2007	11/29/2007
RADAR OPERATOR	TRAFFIC	10/31/2007	10/31/2007
RADAR OPERATOR	TRAFFIC	12/13/2007	12/13/2007
RADAR OPERATOR	TRAFFIC	05/08/2008	05/08/2008
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	10/04/2007	10/04/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	11/06/2007	11/06/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	12/06/2007	12/06/2007
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	02/06/2008	02/06/2008
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	04/03/2008	04/03/2008
REMOTE CASE REVIEWER SYSTEM TRAINING	COMPUTER	06/05/2008	06/05/2008
REVOLVER INSTRUCTOR	FIREARMS	01/03/2008	01/03/2008
RIFLE INSTRUCTOR	FIREARMS	07/07/2008	07/10/2008
RULE OF EVIDENCE FOR PROSECUTORS	LEGAL	06/03/2008	06/03/2008
SEX CRIMES INVESTIGATION *	INVESTIGATION	05/19/2008	05/23/2008
SHOTGUN INSTRUCTOR	FIREARMS	10/15/2007	10/18/2007
SHOTGUN INSTRUCTOR	FIREARMS	05/12/2008	05/15/2008
SKID CONTROL – AM	DRIVING	09/13/2007	09/13/2007
SKID CONTROL – AM	DRIVING	06/24/2008	06/24/2008
SKID CONTROL – PM	DRIVING	09/13/2007	09/13/2007
SKID CONTROL – PM	DRIVING	06/24/2008	06/24/2008
SPANISH FOR LAW ENFORCEMENT *	COMMUNICATION	04/07/2008	04/10/2008
STATE LOCAL ANTI-TERRORISM – SLATT	MANAGEMENT	04/15/2008	04/16/2008
SUICIDE PREVENTION & POSTVENTION *	COMMUNICATION	09/24/2007	09/24/2007
TECHNICAL CRASH INVESTIGATION *	INVESTIGATION	03/10/2008	03/21/2008
VICARIOUS TRAUMATIZATION FATIGUE *	MANAGEMENT	04/23/2008	04/23/2008
WARRANTS AND COMPLAINTS (V)	LEGAL	10/30/2007	10/30/2007
WARRANTS AND COMPLAINTS (V)	LEGAL	05/28/2008	05/28/2008





*****IT IS THE POLICE OFFICER*****

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IT IS THE POLICE OFFICER, NOT THE POET, WHO GUARDS OUR FREEDOM OF SPEECH.

IT IS THE POLICE OFFICER, TRAINED IN THE LEGAL AND ETHICAL USE OF FORCE, READY TO DEFEND THE INNOCENT AND WEAK AGAINST THE AGGRESSIVE AND VIOLENT, WHO STANDS READY TO PROTECT EVEN WITH HIS OR HER LIFE IF NECESSARY.

IT IS THE POLICE OFFICER, NOT THE ATTORNEY WHO WARNS CRIMINAL DEFENDANTS OF THEIR RIGHTS.

IT IS THE POLICE OFFICER WHO DISCLOSES ALL EVIDENCE, EVEN THAT WHICH MAY WEAKEN A CASE, IN THE INTEREST OF A FAIR TRIAL.

IT IS THE POLICE OFFICER, NOT THE PREACHER, WHO SAFEGUARDS OUR LIBERTIES, INCLUDING THE FREEDOM TO WORSHIP.

IT IS THE POLICE OFFICER WHO SALUTES THE FLAG. SERVES BENEATH THE FLAG, AND WHOSE COFFIN IS DRAPED BY THE FLAG, WHO PROTECTS THE PROTESTER WHO BURNS THE FLAG.

IT IS THE POLICE OFFICER WHO VIGILANTLY SERVES THE PUBLIC, PROTECTING SOCIETY FROM EVIL AND PRESERVING OUR FREEDOMS.